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OFFICE OF THE BOARD OF TRUSTEES

50 Phelan Avenue, Box E200, San Francisco, California 94112
(415) 239-3303 Fax (415) 239-3918

(Agenda)
NOTICE
REGULAR MEETINGS
OF THE
BOARD OF TRUSTEES
SAN FRANCISCO COMMUNITY COLLEGE DISTRICT

LOCATION: China Town/North Beach Campus
CONFERENCE ROOM – B1
940 Filbert Street. SAN FRANCISCO

DATE: THURSDAY, April 29, 1999

TIME: 5:00 PM

This meeting is normally devoted to Closed Session Topics.

LOCATION: China Town/ North Beach Campus
940 Filbert Street
AUDITORIUM

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DATE: THURSDAY, April 29, 1999

TIME: 6:00 PM

This meeting is normally devoted to Open Session Topics.

SPECIFIC TIMES SUBJECT TO CHANGE.
Call 241-2234 for information.

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5

The San Francisco Community College District does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Persons who wish to request disability-related accommodations including sign-language interpreters should contact Linda R. Jackson, District ADA Coordinator, Office of Affirmative Action, 31 Gough Street, Room 16, San Francisco, CA, 94103, Phone: (415) 241-2281, Fax: (415) 241-2203. Please request accommodations no later than 12 working days prior to the date of the Board meeting in order to assure the best possible arrangements.

BOARD OF TRUSTEES
Lawrence Wong, President • Anita Grier, Vice President • Natalie Berg
Robert E. Burton • James Haskell Mayo, II. • Rodel E. Rodis • Robert P. Varni
Dr. Philip R. Day, Jr., Chancellor

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TO MEMBERS OF THE PUBLIC

The Agenda page and accompanying resolutions have been prepared well in advance of the regularly scheduled meeting of the Board of Trustees of the San Francisco Community College District. Please note that Resolutions are subject to amendment and replacement.

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5.

You should be aware of the following (Government Code § 54954.2):

1. Additional agenda items to be acted upon by the Board may be posted at 33 Gough Street and in the lobby of Conlan Hall at the Phelan Campus at least 72 hours in advance of the regularly scheduled Board Meeting. Resolutions may also be available at the time of posting, but if not, such resolutions will be available at the Board Meeting.

2. Additional agenda items and resolutions, although not posted as in paragraph 1 above, may still be acted upon by the board at the regular meeting:

   a) Upon a determination by a majority vote of the Board that an emergency situation exists, as defined in Government Code § 54956.5. Emergency is defined as work stoppage or other activity which severely impairs public health, safety, or both, as determined by a majority of the members of the Board, OR crippling disaster which severely impairs public health, safety or both, as determined by a majority vote of the members of the Board, OR

   b) Upon a determination by a two-thirds vote of the members of the Board present at the meeting or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the District subsequent to the agenda being posted 72 hours in advance of the Board Meeting, OR

   c) The item was posted 72 hours in advance of a prior meeting of the Board occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.

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For Members of the Public:

To facilitate the conduct of business at Board meetings, the following information has been taken from the District's Policy Manual concerning the conduct of Board Meetings.

From PM 1.05 A:

The order of business may be revised at any meeting when, in the discretion of the President, such revision will benefit the public and/or order of the meeting.

From PM 1.05 L:

L. Granting the Privilege of the Floor. A person desiring to speak shall be recognized by the Chair only after complying with the following procedures:

For matters appearing on the agenda, an individual desiring to address the Board must complete a "Request to Address Board" card, completing the information thereon including the subject to be addressed. If there is to be a written report presented, a copy(ies) shall be submitted in advance to the Chancellor.

Any person desiring to address the Board on non-agenda items must also complete the "Request to Address Board" card and will be recognized at the end of the agenda. Only items directly related to District business may be presented.

Cards for these purposes are available in the Office of the Chancellor and also at the Board meeting. Completed cards should be presented to the Board President prior to the beginning of the meeting. As a matter of courtesy, the Board encourages people to notify the Chancellor's Office in advance of the Board meeting of their intention to address the Board. Prior to calling for a vote on an item before the Board, the Presiding Officer shall determine if speaker cards have been submitted for that item. Persons who have submitted cards prior to the consideration of the item shall be called upon by the Presiding Officer. Persons who address the Board may address only the agenda item being considered and shall have up to three minutes for comments. Should another person who has submitted a request to speak card in advance of consideration of the item wish to forego speaking on that item, he or she may grant his or her speaking time to another speaker who has also submitted a request to speak card, but in no event shall any speaker have more than two allotments (totaling up to six minutes) of speaker time on any item. However, in order to facilitate the completion of District business, the Presiding Officer may also limit the total length of time allotted to the speakers on a given topic or agenda item which may reduce the individual speaker's time on that topic or item. Speaking too long, being unduly repetitious, or discussing irrelevancies disrupt the meeting, and may result in the forfeiture of speaking opportunities during that meeting.

The President of the Board reserves the right of determining the order of the speakers and changing the order of the agenda if it will be of benefit to the public and/or the order of the meeting.

Undue interruptions or other interferences with the orderly conduct of Board business cannot be allowed. Defamatory or abusive personal remarks which disturb or impede the meeting or exceed the bounds of civility necessary to the conduct of District business are always out of order. However, the Board shall not prohibit public criticism of the policies, procedures, programs, or services of the District, or of the acts or omissions of the Board.

The President may terminate the speaker's privilege of address if after being called to order, he or she persists in improper conduct or remarks, or if the speaker fails to speak on the subject matter for which the privilege of the floor was granted.

No oral presentation shall include charges or complaints against any employee of the Board, or otherwise present information, which does not relate directly to the topic at hand or which disrupts or impedes the meeting. All formal charges or complaints against an employee, for which a specific grievance or complaint process is not otherwise available, shall be in writing and signed by the person making the charge and shall be filed with the Chancellor who shall, after investigation, take or recommend appropriate action. There shall be no oral presentation or discussion of confidential formal charges or complaints in open public meetings of the Board on non-agenda items or unless otherwise required by law.

Comments or presentations made by members of the public to the Board do not necessarily reflect the opinion of the Board or of its individual members, nor does the Board necessarily endorse or sanction such comments or presentations. Persons who address the Board on matters of their choosing are solely responsible for the content of such comments or presentations.

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OFFICE OF THE BOARD OF TRUSTEES
50 Phelan Avenue, Box E200, San Francisco, California 94112
(415) 239-3303 Fax (415) 239-3918

AGENDA
CLOSED SESSION
BOARD OF TRUSTEES
OF
THE SAN FRANCISCO COMMUNITY COLLEGE DISTRICT

Chinatown/ North Beach
Auditorium
940 Filbert Street
San Francisco
THURSDAY April 29, 1999
5:00 P.M.

I. OPEN SESSION
Announcement of Closed Session Topics

II. CLOSED SESSION

A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (G.C. 54956.8)

Property:	Evans Campus - 1400 Evans . San Francisco
Agency Negotiator:	Peter Goldstein
Negotiating parties:	Charles Jamison
Under negotiation:	Price and terms of payment

B. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
(G.C. 54956.9(a))

1 Smart vs. San Francisco Community College District
San Francisco Superior Court
Small Claims Court Case = 778448

2 Alberigi vs. San Francisco Community College District
San Francisco Superior Court
Small Claims Court Case = 778555

BOARD OF TRUSTEES
Lawrence Wong, President • Anita Grier, Vice President • Natalie Berg
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Dr. Philip R. Day, Jr., Chancellor

3. Save Our Landmark Theaters et al. v. SFCCD, et al
San Francisco Superior Court Case # 997441

4. Friends of the Colombo Building v. SFCCD, et al
San Francisco Superior Court Case # 997400

5. Ericson vs. City College of San Francisco, et al.
Northern District of California
U. S. District Court Case #C96-3836 [VRW]

6. SFCCD V. Burlage, et al.
San Francisco Superior Court Case # 994531

7. Cook v. SFCCD, City &County of San Francisco et al.
San Francisco Superior Court Case # 999292

8. Church v. City College of San Francisco, et al.
San Francisco Superior Court Case # 997556

9. Associated Students v. Honorable Board of Trustees of the SFCCD, et al.
Court of Appeal , First Appellate District
Case Nos. A080472 & A081725

C. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (G.C. 54956.9)

I. Significant exposure to litigation pursuant to Gov. Code 54956.9 (b) - 3 cases

D. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (G.C. 54957)

E. CONFERENCE WITH LABOR NEGOTIATORS (G.C. 54957.6)

1. Agency Designated Representatives: Lawrence Klein, Jeffrey Sloan, Carmen Plaza de Jennings, and Steve Hale

Employee Organizations: Service Employees International Union (SEIU) 790, American Federation of Teachers (AFT) 2121 & Department Chairperson Council (DCC)

2. Agency Designated Representatives: Lawrence Klein, Jeffrey Sloan, Carmen Plaza de Jennings and Steve Hale

Unrepresented Employees: Gardener, Nursery Specialist, Electrician Supervisor I, Electrician, Painter, Painter Supervisor I, Plumber, Steamfitter, Stationary Engineer, Truck Driver, Locksmith, Carpenter, Carpenter Supervisor I, District Designated Managers, Supervisors, and Confidential Classifications.

III. OPEN SESSION

Disclosure of Board decisions from Closed Session, if appropriate

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.

Amended 04/23/99

Regular Meeting of the

Board of Trustees of the

San Francisco Community College District

City College of San Francisco
District Office
Chinatown/ North Beach Campus
940 Filbert Street, San Francisco
Thursday, April 29, 1999

Open Session - 6:00 p.m.

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I. Roll Call

II. Pledge of Allegiance

III. Approval of Minutes

IV. Adoption of Resolutions Agenda

V. Approval of Consent Agenda Items as Listed:

VI. Special Presentations

a) New Chinatown/NorthBeach Campus - Steve Kolms, KK Architects

VII. Monthly Financial Report

VIII. Action on Other Resolutions Agenda Items

IX. Report from Constituent Groups

- Academic Senate
- Associated Students
- Classified Senate

X. Board of Trustees' Report

XI. Chancellor and Staff Reports

XII. Requests to Speak

XIII. Adjournment

**c - It is recommended that all resolution agenda items identified with letter *c in the right hand column are eligible for consideration as Consent agenda items.*

FINANCE **(Pages 1-31)**

GENERAL FUND

B1 - Authorization be hereby given for a contract extension to Super Crown Catering that reflects the following: one truck generally placed near Batmale Hall on Cloud Circle through August 1, 1999 and a second truck generally placed near the Visual Arts Building through August 16, 2000. * c

B2 - Authorization for General Fund Modification(S)for Special Services Contract. * c

B3 - Authorization be hereby given that the SFCCD contract with Coastline Community College for the cable rights to two telecourses to be offered during the Fall 1999 and Spring 2000 semester, at a cost of $1,950 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco. * c

B4 - Authorization be hereby given that the SFCCD contract with the Adult Learning Service of Public Broadcasting Service for the cable rights to eleven telecourses to be offered during the Fall 1999 & Spring 2000 semesters, at a cost of $9,900 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco. * c

B5 - That the SFCCD contract with GME Piano video for the cable right to one telecourses to be offered during the Fall 1999 and Spring 2000 semester, at a cost of $750.00 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco. * c

B6 - Authorization be given to contract with SCT for Payroll and Accounts Recievable consulting services from March 15 through June 30, 1999 at a cost not to exceed $35,500. * c

Capital Outlay

B7 - Authorization for Contract Modifications for Special Services Contracts. * c

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B8 - Authorization be given to contract with Sonomarin, Inc. at a cost of $167,021, to be completed on or before September 30, 1999. * c

B9 - PULLED

B10 - Authorization be given to contract with Best Roofing & Water proofing at a cost of $81,500, to be completed on or before September 30, 1999. * c

B11 - Authorization be given to contract with Best Roofing & Waterproofing at a cost of $110,251, to be completed on or before September 30, 1999. * c

B12 - Authorization be given to contract with California Roofing Co.Inc., at a cost of $165,902, to be completed on or before September 30, 1999. * c

B13 - Authorization be given to contract with Willdan Associates, to provide the District with the Construction Inspection services, for District Scheduled Maintenance and Hazardous Substance Abatement projects on an as needed basis. * c

B14 - Authorization be given to contract with Pete O. Lapid and Associates, Inc., to provide the District with the Electrical Engineering services, for District Technology Infrastructure Master Plan at a cost of $100,000. * c

Grants

B15 - Authorization to enter into a special service contract with National Technology Transfer Inc. for the Boilers Training before June 30, 1999, for up to 60 stationary engineers of the San Francisco International Airport, at a total cost not to exceed $20,065. The cost is based on a training fee of $16,585 plus $58 per student for texts and consumables for up to 60 participants. * c

B16 - Authorization be given to submit an application and appropriate all funds receivable upon approval from the Morris Stulsaft Foundation to purchase 12 microscopes for the Mission Science Workshop in the amount not to exceed $10,000. * c

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B17 - Authorized to contract with Dan Weiler Associates to serve as an evaluator for the CCSF Bio-Link for the period May 1, 1999 through August 31, 1999 in the amount not to exceed $16,667. * c

B18 - Authorization to contract with Rick Wong Design to create a corporate identity for the CCSF Bio-Link in the amount not to exceed $3,750. * c

B19 - Authorized to enter into an agreement with The Children's Council of San Francisco to conduct credit Child Development classes during the June 1, 1999 through July 2000 for a sum not to exceed $113,000. * c

B20 - Authorization be given to extend a service agreement with Roberto Lopez to assist in implementing and to serve as translator for the Hiring Hall Project for the period from March 4, 1999 through August 31, 1999 for an amount not to exceed $10,000. * c

B21 - Authorization to modify existing Grants. * c

Equipment, Supplies & Services (Pages 32-38)

C1 - Procurement of equipment, supplies, services, etc., less than $3,000 * c

C2 - Procurement of equipment, supplies, services, etc., $3,000 or more * c

C3 - Acceptance of Gifts * c

Human Resources (Pages 39-57)

F1-2 - Amending effective date resignation with the Intent to Retire Educational Academic Administrator. * c

G1-8 - Academic Employees, Credit Program, District Funded * c

H1 - Academic Employees, Credit Program, Categorically Funded * c

N1 - Academic Employees Community Services Classes City College of San Francisco. * c

L1 - Amending employment contract for the purpose of (a) * c

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purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those employees requesting such purchases or contributions, and (c) termination of the amendment to employment contract.

N1 - Academic Employees Community Services Classes * c

Special (Pages 58-78)

S1 - Recommend (1) Modifying Board of Trustees Resolution No. 981029-S4 to delete the Classification of Employee Relations Assistant (1280) and the Classification of Employee Relations Representative (1281), and to include the Classification of Principal Employee Relations Representative (1282), and (2) authorizing the Administration to establish wage rates/premiums and benefit levels for the 1282 Classification. * c

S2 - That an annual Joint Planning Meeting (Educational Roundtable) be held between the San Francisco Unified School District (SFUSD) and City College for purposes of exploring ways to enhance the quality of educational experiences for students K through 14. * c

S3 - Developing the System's 2000-2001 Budget Package. * c

S4 - Supporting Passage of the Hate Crimes Prevention Act.

Policy (Pages 79-99)

P1 - Notice Of Intention To Amend The San Francisco Community College District Policy Manual Section 2.02-Administrative and Organizational Structure of the San Francisco Community College District.

XII. Requests to Speak

XIII. Adjournment

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5.

Next Board Meeting Date: May 27, 1999
Pierre Coste Room
50 Phelan Avenue

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Regular Meeting of the

Board of Trustees of the

San Francisco Community College District

City College of San Francisco
District Office
Chinatown/ North Beach Campus
940 Filbert Street, San Francisco
Thursday, April 29, 1999

Open Session - 6:00 p.m.

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Pierre Coste Room
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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415 239.3000

Date: April 29, 1999 **B1**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: General Fund
Authorization to Extend Contract
(Resolution No.990429-B1)

BACKGROUND INFORMATION:

Through Board Resolution No. 971030-B9, the Board of Trustees awarded a contract to Super Crown Catering to provide mobile vending services at Phelan Campus from November 1, 1997 to August 16, 1998 with two one-year renewal options.

Super Crown Catering was notified in writing that starting January 1, 1999 the District would ask that Super Crown cut back to the one truck placed near the Visual Arts Building. With that modification, the District extended the contract from January 1, 1999 through August 16, 1999.

At this time, District administration recommends the following for adoption:

RECOMMENDATION:

RESOLVED: That authorization be hereby given for a contract extension to Super Crown Catering that reflects the following: one truck generally placed near Batmale Hall on Cloud Circle through August 1, 1999 and a second truck generally placed near the Visual Arts Building through August 16, 2000, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Stephen J. Herman, Originator

04/29/99 - B1 page 1

BOARD OF TRUSTEES

LAWRENCE WONG, PRESIDENT • ANITA GRIER, VICE PRESIDENT • NATALIE BERG

ROBERT E. BURTON • JAMES HASKELL MAYO, II. • RODEL E. RODIS • ROBERT P. VARNI

DR. PHILIP R. DAY, JR., CHANCELLOR

DATE: April 29, 1999

B2

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: **General Fund**
Authorization for General Fund Modification(S)for Special Services Contract (Resolution No. 990429-B2)

BACKGROUND INFORMATION:

	ORIGINAL RESOLUTION NUMBER	GRANTOR/ CONTRACTOR	CONTRACT DATE	ORIGINAL TOTAL AMOUNT	CHANGE	NEW TOTAL NOT TO EXCEED	COMMENTS; ORIGINATOR
A	980729-B3	Omni Financial (Property Manager- proposed Mission Campus)	July 31, 1998 - June 30, 1999	6% of gross/mo approx. $1147/mo.	Extend through June 30, 2000		Extend end date one year Originator: Stephen Herman
B	990128-B2	Myrna Lim, Realty Group (Property Manager - proposed Chinatown campus)	July 31,1998 - June 30, 1999	$3000/mo. minimum 6% of gross with minimum	Extend through June 30, 2000		Extend end date one year. Originator: Stephen Herman

2

	ORIGINAL RESOLUTION NUMBER	GRANTOR/ CONTRACTOR	CONTRACT DATE	ORIGINAL TOTAL AMOUNT	CHANGE	NEW TOTAL NOT TO EXCEED	COMMENTS ORIGINATOR
C	980827-B3	Shirley Low	Aug. 3, 1998-Jan. 31,1999	$32,000	Extend contract from April 30, 1999-June 30, 1999	$32,000	Extend contract to provide payroll related programming services. Originator: Mamie How
D	980329-B1	TRATA Information Group	July1, 1998-June 30, 1999	$400,000	+$34,000	$434,000	Special services to assist in implementation of Banner Software. Originator: Mamie How
					Total+$34,000		

RECOMMENDATION:

RESOLVED : That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: April 29, 1999 **B3**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr.,Chancellor

SUBJECT: GENERAL FUND
Telecourse License Agreements
(Resolution No. 990429- B3)

BACKGROUND INFORMATION:

City College of San Francisco offers telecourses over T.C.I cablevision in San Francisco. These telecourses are college credit courses, and are distributed on cable channel 52. Each telecourse has a license fee plus a $20 per student royalty, to be paid by City College of San Francisco to the vendor. The license fee is as follows:

RECOMMENDATION:

RESOLVED: That the SFCCD contract with Coastline Community College for the cable rights to two telecourses to be offered during the Fall 1999 and Spring 2000 semester, at a cost of $1,950 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco.

		LICENSE FEE
Universe: The Inifinite Frontier	$	1,200.00
The Photographic Vision		750.00
	$	1,950.00

FUTHER BE IT RESOLVED: That the Chancellor and Chief Operating Officer, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Suzanne Korey, Originator

04/29/99 - B3 page 1

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CITY COLLEGE OF SAN FRANCISCO
50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: April 29, 1999 **B4**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GENERAL FUND
Telecourse License Agreements
(Resolution No. 990429-B4)

BACKGROUND INFORMATION:

City College of San Francisco offers telecourses over T.C.I cablevision in San Francisco. These telecourses are college credit courses, and are distributed on Cable channel 52. Each telecourse has a license fee plus a $20 per student royalty, to be paid by City College of San Francisco to the vendor.

RECOMMENDATION:

RESOLVED: That the SFCCD contract with the Adult Learning Service of Public Broadcasting Service for the cable rights to eleven telecourses to be offered during the, Fall 1999 & Spring 2000 semesters, at a cost of $9,900 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco.

	LICENSE FEE
American Cinema	$ 900
World of Chemistry	900
French in Action (French 1A)	900
Exploring the World of Music	900
Living with Health	900
Americas	900
Commercial law	900
Intro. to Business Communication	900
Something Ventured	900
People's Century	900
Joseph Campbell	900
	$ 9,900

FURTHER BE IT RESOLVED: That the Chancellor and Chief Operating Officer and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Suzanne Korey, Originator

04/29/99 - B4 page 1

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50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: April 29, 1999 **B5**

TO: Board of Trustees

FROM: Dr.Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Telecourse License Agreement
(Resolution No. 990429-B5)

BACKGROUND INFORMATION:

City College of San Francisco offers telecourses over T.C.I cablevision in San Francisco. These telecourses are college credit courses, and are distributed on Cable channel 52. Each telecourse has a license fee plus a $20 per student royalty, to be paid by City College of San Francisco to the vendor. The license fee is as follows:

RECOMMENDATION:

RESOLVED: That the SFCCD contract with GME Piano video for the cable right to one telecourses to be offered during the Fall 1999 and Spring 2000 semester, at a cost of $750.00 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco.

		LICENSE FEE
Music: Beginning Piano		750.00
	$	750.00

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Suzanne Korey, Originator

04/29/99 - B5 page 1

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: April 29, 1999 **B6**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: General Fund
Authorization to contract with SCT to provide 120 hours Of technical training for implementation of the BANNER Payroll Module.
(Resolution No. 990429-B6)

BACKGROUND INFORMATION:

The District is currently in the process of removing the final segment of payroll from the City and Count of San Francisco's Payroll Division (PPSD) to BANNER Payroll. The current plan is for the District to take over the final payroll segment during June of this year for the beginning of the 1999-2000 fiscal year.

During December of 1998 the District's Payroll Supervisor resigned to accept a position with SCT. The loss of this individual's expertise presented a setback for the payroll implementation project and it became necessary to pull in consulting resources from SCT. The District was successful in convincing SCT to provide 80 hours of consulting and waving the standard $200 per hour fee, however, we are required to pay the fee for an additional 120 hours needed during the period March 15, 1999 through June 30, 1999 and to reimburse all reasonable travel and living expenses.

Additionally, the District needs sixteen(16) consulting hours in the area of Accounts Receivable at $200 per hour plus reasonable travel costs.

Completion of the payroll implementation by July 1, 1999 will allow the District to save a significant amount in payroll expenditures from the City and County of San Francisco Payroll Division (PPSD) for fiscal year 2000-2001. Funding for this agreement will be provided from the salary savings of in the vacant payroll supervisor position.

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Recommendation:

RESOLVED: That authorization be given to contract with SCT for Payroll and Accounts Receivable consulting services from March 15 through June 30, 1999 at a cost not to exceed $35,500, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are Hereby authorized to execute any and all documents on behalf of the College to effectuate this resolution.

James Kendrix, Originator

04/29/99 - B6 page 2

DATE: April 29, 1999

B7

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: CAPITAL OUTLAY
Authorization for Contract Modifications for Special Services Contracts
(Resolution No. 990429-B7)

BACKGROUND INFORMATION:

	ORIGINAL RESOLUTION NUMBER	GRANTOR/ CONTRACTOR	ORIGINAL CONTRACT AMOUNT	PREVIOUS CONTRACT MODIFICATION AMOUNT	REQUESTED CONTRACT MODIFICATION AMOUNT	NEW CONTRACT AMOUNT	COMMENTS
A	980430-B28 Cloud Hall Remodel for Allied Health	A.R. Construction (General Contractor)	$4,706,000	$183,481.02	CM #6 - $26,712	$4,916,193.02	CO #7 for field changes due to the unforeseen existing conditions.
B	990325-B20 Science Hall/Cloud Hall Telecommunication Conduit Installation	All Star Telecom (Voice/Date Installation Contractor)	$12,040	-0-	CM #1 - $2,860	$14,900	Add two pull boxes at specified locations.
C	981029-B1 Cloud Hall Underground Storage Tank Removal & Replacement	Bay Pacific Pipelines (General Contractor)	$141,000	-0-	CM #1 - $17,602	$158,602.50	Remove contaminated soil,rental of temporary above ground tank, and additional work for tank closure per Department of Public Health requirement.

	ORIGINAL RESOLUTION NUMBER	GRANTOR/ CONTRACTOR	ORIGINAL CONTRACT AMOUNT	PREVIOUS CONTRACT MODIFICATION AMOUNT	REQUESTED CONTRACT MODIFICATION AMOUNT	NEW CONTRACT AMOUNT	COMMENTS
D	981119-B5 Science Hall Distilled Water System Replacement	Chow Engineering, Inc. (Project Engineer)	$23,000	$275.00	CM #2 - $1,025	$24,300	$680 for second bid walk, $345 for wall paint sampling and testing.
E	990128- B3 Mechanical Room Lagging Removal & Replacement	Chow Engineering, Inc. (Project Engineer)	$11,570	$10,175	CM #2 - $11,600	$33,345	Asbestos removal clearance sampling and testing for 10 sites, $1,160 for each site.
F	980528-B36 Replacement Facilities	Inspection Services Inc., (Inspector of Record)	$13,000	-0-	CM #1 - $6,517.50	$19,515	Additional inspection work due to the unforeseen job site conditions.
G	980528-B33 Batmale Hall Mechanical Penthouse Roof Enclosure	Kin Wo Construction, Inc., (General Contractor)	$299,660	-0-	CM #1 - $16,295	$315,955	Construction cost increase due to one year delay on funding shortage.
H	981119-B14 John Adams Childcare Development Teaching Facility	Thorenfeldt Construction, Inc. (General Contractor)	$180,600	$21,416.46	CM #3 - $1,364.20	$203,380.66	Additional lead paint abatement work and pump room light fixture upgrade.
I	990225-B5 Visual Arts Air Correction	YAMAS Control, Inc., (Mechanical Contractor)	$50,100	-0-	CM #1 - $10,400	$60,500	Additional HVAC, Zone-A, handling unit control device replacement work.
					Total - $94,376.20		

RECOMMENDATION:

RESOLVED : That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: April 29, 1999 **B8**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract.
(Resolution No. 990429-B8)

BACKGROUND INFORMATION:

Project: Science Hall Distilled Water System Replacement

The District wishes to contract with Sonomarin, Inc., for the project: Science Hall Distilled Water System Replacement. This project consists of removal and disposal of the existing steam distilled water system, and installation of the new electrical distilled water system. Work also includes lead paint abatement, upgrade of the existing electrical panel, pipe lines, and equipment.

The project is funded by 1996-1997 State Scheduled Maintenance program, including a 50% District match (local bond funds) and to be charged to 412242-0130-6202-7100-s.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Sonomarin, Inc. at a cost of $167,021, to be completed on or before September 30, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

04/29/99 - B8 page 1

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: April 29, 1999 **B10**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract
(Resolution No. 990429-B10)

BACKGROUND INFORMATION:

Project: Batmale Hall Re-roofing

The District wishes to contract with Best Roofing & Waterproofing, for the project: Batmale Hall Re-roofing. This project consists of removal and replacement of the existing roofing materials.

The project is funded by 1996-1997 State Scheduled Maintenance program, including a 50% District match (local bond funds), and to be charged to 412246-0130-6202-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Best Roofing & Waterproofing at a cost of $$81,500, to be completed on or before September 30, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

04/29/99 - B10 page 10

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50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: April 29, 1999 **B11**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract
(Resolution No. 990429-B11)

BACKGROUND INFORMATION:

Project: Conlan Hall Re-roofing

The District wishes to contract with Best Roofing & Waterproofing, for the project: Conlan Hall Re-roofing. This project consists of removal and replacement of the existing roofing materials.

The project is funded by 1996-1997 State Scheduled Maintenance program, including a 50% District match (local bond funds), and to be charged to 412243-0130-6202-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Best Roofing & Waterproofing at a cost of $110,251, to be completed on or before September 30, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

04/29/99 - B11 page 1

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: April 29, 1999 **B12**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: **CAPITAL OUTLAY**
Authorization to Award Construction Contract
(Resolution No. 990429-B12)

BACKGROUND INFORMATION:

Project: John Adams Campus Main Building Re-roofing

The District wishes to contract with California Roofing Co. Inc, for the project: John Adams Main Building Re-roofing. This project consists of removal and replacement of the existing roofing materials.

The project is funded by 1996-1997 State Scheduled Maintenance program, including a 50% District match (local bond funds), and to be charged to 412245-0310-6202-7100-S.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with California Roofing Co. Inc., at a cost of $165,902, to be completed on or before September 30, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

04/29/99 - B12 page 1

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: April 29, 1999 **B13**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services Contract.
(Resolution No. 990429 - B13)

BACKGROUND INFORMATION:

Project: Construction Inspection Services for District Scheduled Maintenance and Hazardous Substance Abatement Projects on an as needed basis.

The District wishes to contract with Willdan Associates, to provide Construction Inspection services, on an as needed basis, for all District Scheduled Maintenance and Hazardous Substance Abatement projects. The State Building Code requires school building construction and remodeling to be under the jurisdiction of the Office of Regulation Services (ORS) under the Division of the State Architect. To comply, the District must hire an Inspector of Record who will report to the Architect and follow ORS mandated procedures and requirements.

The fees for this service shall be provided from funds awarded by the State to complete the projects. Scheduled Maintenance projects are currently 50/50 match and Hazardous Substance Abatement projects are 100% funded by the State.

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RECOMMENDATION:

RESOLVED: That authorization be given to contract with Willdan Associates, to provide the District with the Construction Inspection services, for District Scheduled Maintenance and Hazardous Substance Abatement projects on an as needed basis, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

04/29/99 - B13 page 2

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: April 29, 1999 **B14**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services
(Resolution No. 990429 - B14)

BACKGROUND INFORMATION:

Project: District Technology Infrastructure Master Plan

The District wishes to contract with Pete O. Lapid and Associates, Inc., a certified MBE/LBE firm, to provide Electrical Engineering services for District Technology Infrastructure Master Plan.

The cost for this contract will be charged to Proposition A bond funds, as part of the planning effort that is needed for improvements to the District campus sites in the city.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Pete O. Lapid and Associates, Inc., to provide the District with the Electrical Engineering services, for District Technology Infrastructure Master Plan at a cost of $100,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

04/29/99 - B14 page 1

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: April 29, 1999 **B15**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: Approval of Special Services Contract (Resolution No: 990429-B15)

BACKGROUND INFORMATION:

The Contract Education Office has had an on-going safety training contract with the San Francisco Airport Commission (SFAC) since 1995. Qualified City College of San Francisco (CCSF) instructors provide educational services to the SFAC based on the nature of the training.

The SFAC has requested a Boilers Training program for its stationary engineers at the Airport. This is a highly specialized subject that CCSF does not offer. To offer this training, Contract Education needs to retain a special services consultant/firm to offer the training. In cooperation with the SFAC, Contract Education plans to select National Technology Transfer, Inc. to provide this training. Contract Education will serve as the project manager.

National Technology Transfer, Inc. is a nationally known industrial training provider with expertise in the field of maintenance, repair, and operation.

The special service contract for National Technology Transfer, Inc. to conduct two sessions of one-week training for up to sixty (60) participants will cost up to $20,065. The training will be conducted at the SFAC before June 30, 1999.

The funding for the contract with National Technology Transfer, Inc. is from the San Francisco Airport Commission Training Contract. No district funds are required.

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RECOMMENDATION:

RESOLVED: That the District is authorized to enter into a special service contract with National Technology Transfer Inc. for the Boilers Training before June 30, 1999, for up to 60 stationary engineers of the San Francisco International Airport, at a total cost not to exceed $20,065. The cost is based on a training fee of $16,585 plus $58 per student for texts and consumables for up to 60 participants.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Judy Teng, Originator

04/29/99 - B15 page 2

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: April 29, 1999 **B16**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

GRANTS
SUBJECT: Approval to submit an application and appropriate funds received. (Resolution No. 990429-B16)

BACKGROUND INFORMATION:

The Morris Stulsaft Foundation will provide funds for the Mission Science Workshop to purchase 12 microscopes for intensive pond water study. The Mission Science Workshop located at the Mission Campus is a collaborative effort between CCSF, SFUSD, and SFSU. It offers the Mission residents and school children opportunities to learn science in a hands-on workshop environment.

RECOMMENDATION:

RESOLVED: That authorization be given to submit an application and appropriate all funds receivable upon approval from the Morris Stulsaft Foundation to purchase 12 microscopes for the Mission Science Workshop in the amount not to exceed $10,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Robert Gabriner, Originator

04/29/99 - B16 page 1

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APR 26 1999

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B17

Date: April 29, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Chancellor

Subject: GRANTS
Approval of Special Services Contract
(Resolution No.: 990429-B17)

BACKGROUND INFORMATION:

The CCSF Board of Trustees approved resolution no. 971120-B8, which authorized the establishment of Bio-Link, a National Center for Advanced Technological Education (ATE) in Biotechnology through the CCSF Biology, Chemistry and Engineering Departments. To be in compliance with the National Science Foundation (NSF), Bio-Link must participate in an evaluation process.

The evaluator will gather the documentary evidence, conduct interviews, make observations, examine student records and analyze other quantitative data required to assess the success of the Bio-Link National Center and the Bio-Link Regional Centers in meeting their goals. The evaluator will also monitor the ongoing progress of the National and Regional Centers toward meeting their objectives, and shall meet regularly with the National Center Principal Investigator/Director and staff in order to provide advice aimed at improving the quality of Center planning and operations.

The evaluator will provide interim reports on Bio-Link progress at the end of each Bio-Link NSF contract year. These reports will provide formative information to the National Center Principal Investigator/Director and Co-Principal Investigator/Deputy Director and will also be made available to the Bio-Link National Visiting Committee and to the NSF. The

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evaluator will also provide a three-year summative evaluation report at the end of the third Bio-Link contract year and a final summative report at the end of the sixth Bio-Link contract year.

To provide this professional assistance, Bio-Link wishes to retain the services of Dan Weiler Associates, Policy Research and Evaluation, to serve as the evaluator. There is no additional space or in-kind match required. The Bio-Link grant will provide the funding for the consultant.

Dan Weiler has been directing evaluations of K-12 and higher education institutions for the past twenty years. Currently, he is the external evaluator for the Nation Science Foundation's Advanced Technology Education Center for Marine Biology in Monterey. Previously, Dan Weiler directed a study of the California Community Colleges to plan for improved and cost effective practices to assure student access and increase student retention; a study on faculty development in California Community Colleges; and a policy study of personnel policies at the Community Colleges. He has also directed K-12 studies on service-learning programs, technology use and technology implementation in K-12 schools.

RECOMMENDATION:

RESOLVED: That the San Francisco Community College District is authorized to contract with Dan Weiler Associates to serve as an evaluator for the CCSF Bio-Link for the period May 1, 1999 through August 31, 1999 in the amount not to exceed $16,667, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Robert Gabriner, Originator
Elaine Johnson, Originator

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

B17

Date: April 29, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Chancellor

Subject: **GRANTS**
Approval of Special Services Contract
(Resolution No.: 990429-B17)

BACKGROUND INFORMATION:

The CCSF Board of Trustees approved resolution no. 971120-B8, which authorized the establishment of Bio-Link, a National Center for Advanced Technological Education (ATE) in Biotechnology through the CCSF Biology, Chemistry and Engineering Departments. To be in compliance with the National Science Foundation (NSF), Bio-Link must participate in an evaluation process.

The evaluator will gather the documentary evidence, conduct interviews, make observations, examine student records and analyze other quantitative data required to assess the success of the Bio-Link National Center and the Bio-Link Regional Centers in meeting their goals. The evaluator will also monitor the ongoing progress of the National and Regional Centers toward meeting their objectives, and shall meet regularly with the National Center Principal Investigator/Director and staff in order to provide advice aimed at improving the quality of Center planning and operations.

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The evaluator will provide interim reports on Bio-Link progress at the end of each Bio-Link NSF contract year. These reports will provide formative information to the National Center Principal Investigator/Director and Co-Principal Investigator/Deputy Director and will also be made available to the Bio-Link National Visiting Committee and to the NSF. The evaluator will also provide a three-year summative evaluation report at the end of the third Bio-Link contract year and a final summative report at the end of the sixth Bio-Link contract year.

To provide this professional assistance, Bio-Link wishes to retain the services of Dan Weiler Associates, Policy Research and Evaluation, to serve as the evaluator. There is no additional space or in-kind match required. The Bio-Link grant will provide the funding for the consultant.

RECOMMENDATION:

RESOLVED: That the San Francisco Community College District is authorized to contract with Dan Weiler Associates to serve as an evaluator for the CCSF Bio-Link for the period May 1, 1999 through August 31, 1999 in the amount not to exceed $16,667, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Robert Gabriner, Originator
Elaine Johnson, Originator

04/29/99 - B17 page 2

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: April 29, 1999 **B18**

To: Board of Trustees

From: Dr. Philip R. Day, Chancellor

Subject: GRANTS
Approval of Special Services Contract
(Resolution No.990429-B18)

BACKGROUND INFORMATION:

Bio-Link at City College is funded by a National Science Foundation Grant to be the Advanced Technological Education Center for Biotechnology. Bio-Link, the National Center, is in need of a corporate identity. To provide this professional assistance, Bio-Link wishes to retain the services of Rick Wong Design, a graphic design firm, to design and produce a logo, implement the layout and production of letterhead, envelopes, business cards, presentation folders and materials.

There is no additional space or in-kind match required. The Bio-Link grant will provide the funding for the graphic design firm.

RECOMMENDATION:

RESOLVED: That the San Francisco Community College District is authorized to contract with Rick Wong Design to create a corporate identity for the CCSF Bio-Link in the amount not to exceed $3,750, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Robert Gabriner, Originator
Elaine Johnson, Originator

04/29/99 - B18 page 1

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: April 29, 1999 **B19**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: **Grant**
Approval for collaboration with The Children's Council of San Francisco in conducting Child Development Credit Classes.
(Resolution No.990429-B19)

BACKGROUND INFORMATION:

The Child Development and Family Studies Department in collaboration with The Children's Council of San Francisco, will conduct a thirty-six week training program: Professional Career Program for Child Care Providers. Three cycles of eleven classes each will be delivered at up to three community sites. The three cycles will be held over a fourteen month period beginning June 1, 1999 and ending July 30, 2000. There will be a minimum of twenty participants in each cycle of classes. The Child Development and Family Studies Department will provide thirty-three units of credit instruction. Upon successful completion of the program, participants will be awarded a Certificate of Completion in Child Development. Community based organizations will provide support in Work Readiness, Job Search, Job Training, and/or Job Retention. The Child Development and Family Studies Department will receive $113,000.00 to conduct the credit classes for this project. No General Fund monies from the district are required.

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RECOMMENDATION:

The proposal has the following budget:

Instructional Salaries & Benefits:	$100,000
Program Coordination:	5,000
Fingerprinting Fees For Program Participants:	6,000
Printing/Supplies:	2,000
Total not to exceed	$113,000

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to enter into an agreement with The Children's Council of San Francisco to conduct credit Child Development classes during the period June 1, 1999 through July 2000 for a sum not to exceed $113,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Sandra Handler, Originator

04/29/99 - B19 page 2

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

B20

DATE: April 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: **GRANTS**
Authorization to Modify Existing Contract
(Resolution NO. 990429 - B20)

BACKGROUND INFORMATION:

On March 1, 1999 City College of San Francisco entered into an agreement for special services with Roberto Lopez for $2,500 to work directly on the day-to-day implementation of the Hiring Hall Project, a partnership between CCSF, The SF Multi-Employer Group and Local 2 to create short-term, on site training courses in hotels. The Hiring Hall Project would now like to draw upon Mr. Lopez's ability to serve as translator for the Spanish-speaking students that are in its program. In addition it would like to extend the agreement with Mr. Lopez from its present ending date of May 31 until August 31, 1999 and increase the amount of the agreement to a total not to exceed $10,000. Funding: 123326-7176-5190-0500-N. The Hiring Hall Project, a grant form The Chancellor's Office, California Community Colleges.

RECOMMENDATION:

RESOLVED: That authorization be given to extend a service agreement with Roberto Lopez to assist in implementing and to serve as translator for the Hiring Hall Project for the period from March 4, 1999 through August 31, 1999 for an amount not to exceed $10,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Phyllis G. McGuire, Originator

04/29/99 - B20 page 1

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DR. PHILIP R. DAY, JR., CHANCELLOR

DATE: April 29, 1999

B21

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Authorization to modify existing Grants
(Resolution NO. 990325 - B21)

	ORIGINAL RESOLUTION NUMBER	GRANTOR/CONTRACTOR	CONTRACT DATE	ORIGINAL TOTAL AMOUNT	CHANGE	NEW TOTAL NOT TO EXCEED	COMMENTS; ORIGINATOR
A	980625-B16	California Postsecondary Education Commission Eisenhower State Grant	July 1, 1995 - March 31, 1999	$675,000	Date Change	$675,000	To extend contract ending date to June 30, 1999. Originator: Robert Manlove
B	981029-B14	California Postsecondary Education Commission Eisenhower State Grant	March 27, 1998 - March 31, 1999	$15,000	Date Change	$15,000	To extend contract ending date to June 30, 1999. Originator: Robert Manlove

	ORIGINAL RESOLUTION NUMBER	GRANTOR/CONTRACTOR	CONTRACT DATE	ORIGINAL TOTAL AMOUNT	CHANGE	NEW TOTAL NOT TO EXCEED	COMMENTS; ORIGINATOR
C	981119-B19	Center for Habitat Restoration	December 1, 1998 - June 30, 1999	$33,918	+$2,000	$35,918	The increase covers the waste assessment conducted at Fort Mason per purchase order dtd. 8/14/98 Originator: Robert Manlove
D	980430-B10	California Community Colleges/ Advanced Transportation Technologies Centers/ College of Alameda	July 1, 1998-June 30, 1999	$30,000	+$20,000	$50,000	To expand ATT Consortium to include College of Alameda Auto Tech Dept. Originator: Phyllis G. McGuire
E	990325-B22	San Francisco City and County Solid Waste Management Program to CCSF Center for Habitat Restoration	Feb.1,1999 -June 30, 1999	$8,185	Change in name on special services contract from Ann Schneider to U.C. Regents	No change in the amount of contract.	To modify the Grantor of this special services contract. Originator: Robert Manlove

	ORIGINAL RESOLUTION NUMBER	GRANTOR/CONTRACTOR	CONTRACT DATE	ORIGINAL TOTAL AMOUNT	CHANGE	NEW TOTAL NOT TO EXCEED	COMMENTS; ORIGINATOR
F	980226-B10	Mediatrope LLC	March 1,1998-June 30, 1998	$8,000	Extend contract date until June 30, 1999 and increase total by $40,000	$48,000	Extend contract date and amount to allow Mediatrope LLC to complete the Diego Rivera Portable Exhibit. Originator: Robert Gabriner
G	980625-B22	Office California Community Colleges, CalWorks Funding	July 1, 1998 - June 30, 1999	$1,801,566	Increase contract amount by $154,895	$1,956,461	Increased-funds to enhance outreach, education and Training and Job Placement of 3000 calWorks students enrolled in CCSF, plus 400 clients of the Department of Human Services (DHS) and S.F.'s Community Based Organizations (CBO). Originator: Bernice B. Brown

	ORIGINAL RESOLUTION NUMBER	GRANTOR/CONTRACTOR	CONTRACT DATE	ORIGINAL TOTAL AMOUNT	CHANGE	NEW TOTAL NOT TO EXCEED	COMMENTS; ORIGINATOR
H	980729-B12	California Department of Education /Federal Adult Education Act amended by the National Literacy Act of 1991 Section 321/326	July 1, 1998-June 30, 1999	$695,620	+$399,280	$1,094,900	To revise the grant amount to reflect the actual allocation and appropriate additional funds Originator: Gary Tom
					Total +$216,895		

RECOMMENDATION:

RESOLVED: That the Board authorizes the specific amendments to Resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: April 29, 1999 **C1**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: **GENERAL/CAPITAL OUTLAY FUND Procurement of Equipment, Supplies, Services, Etc., less than $3,000**

BACKGROUND INFORMATION:

Listed below is a summary of purchases for equipment, supplies, and services in individual amounts of less than $3,000. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, etc., totaling $ 424,282.55 individual amounts of less than $3,000 not heretofore approved as summarized and detailed below:

Direct Payments	$ 63,074.51
Purchase Orders	301,968.83
Travel/Mileage	59,239.21
GRAND TOTAL:	424,282.55

James Kendrix, Originator

03/25/99 - C1 page 1

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: April 29, 1999 **C2**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL/CAPITAL OUTLAY FUND
Procurement of Equipment, Supplies , Services, Etc., more than $3,000

BACKGROUND INFORMATION:

The following departmental requests for the purchase of supplies, equipment, and services have been received. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, as detailed in Attachment "A'.

GRAND TOTAL: $1,230,919.32

James Kendrix, Originator

04/29/99 - C2 page 1

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DR. PHILIP R. DAY, JR., CHANCELLOR

Resolution No. 990429-C2
Attachment A

	A	B	C	D	E	F	G	H	I	J
1	Fund	Orgn	Acct	Prog	Acty	Department	Vendor	Doc #	Amount	Description
2	UPFX	6430	6202	6110	C	Partnership for Excellence	OP Contract	PO55058	23,474.33	Capital Outlay
3	UPFX	7108	6413	0900	C	Partnership for Excellence	Gateway 2000	PO59725	30,396.28	Equipment
4	UPFX	7108	6413	0900	C	Partnership for Excellence	Audio Graphic Systems	PO59724	4,933.52	Equipment
5	UPFX	7210	6413	0700	C	Partnership for Excellence	US Machinery	PO54889	10,504.11	Equipment
6	UPFX	7257	6413	0900	C	Partnership for Excellence	Klein Educational Systems	PO59476	16,275.00	Equipment
7	UPFX	7257	6414	0900	C	Partnership for Excellence	Western Engineering Supply Co.	PO59474	4,578.22	Equipment
8	UPFX	7421	6413	0500	C	Partnership for Excellence	Sefco, Inc.	PO64989	21,688.98	Equipment
9	UPFX	7512	6413	1500	C	Partnership for Excellence	Virco Mfg Corporation	PO61406	12,196.35	Equipment
10	UPFX	7512	6413	1500	C	Partnership for Excellence	Audio Graphic Systems	PO61407	5,202.58	Equipment
11	UPFX	7725	6413	1200	C	Partnership for Excellence	US Machinery	PO56041	7,768.65	Equipment
12	UPFX	7725	6414	1200	C	Partnership for Excellence	Audio Graphic Systems	PO56040	3,249.58	Equipment
13	UPFX	9320	6413	6120	C	Partnership for Excellence	CCSF Bookstore	PO66011	4,467.17	Equipment
14	U	0040	5802	6600	C	Public Information	SF Independent Newspaper	DP63975	3,958.20	Advertising
15	U	0050	5190	6600	S	Research and Planning	Without Walls	TP90014	9,000.00	Contractual Services
16	U	0070	5720	6600	S	General Counsel Office	Curiale Dellaverson Hirschfield Kelly	DP54698	24,067.25	Legal Services
17	U	0070	5720	6600	S	General Counsel Office	Keenan & Associates	DP54697	3,536.30	Legal Services
18	U	0070	5721	6600	S	General Counsel Office	Stubbs, Hittig & Leone	DP54699	4,950.49	Legal Services
19	U	3522	5510	6570	S	Utilities	S F Water Department	DP61122	11,271.14	Utilities
20	U	3524	4303	6599	S	Other Services	Purolator Products Co.	PO61128	3,624.52	Supplies
21	U	3562	4301	6770	S	College Services	Office Depot Inc.	OD09639	10,165.37	Supplies
22	U	3562	4301	6770	S	College Services	The Unisource Corporation	PO14962	6,357.50	Supplies
23	U	3564	5350	6770	S	Mail Services	U. S. Postmaster	DP67952	30,000.00	Postage
24	U	3564	5350	6770	S	Mail Services	U. S. Postmaster	DP64849	27,000.00	Postage
25	U	3569	5640	6770	S	Custodial Services	WWC Window Cleaning, Inc.	TP67953	20,000.00	Maintenance/Repair
26	U	4026	4301	6200	C	A & R Dean's Office - Credit	Prestige Graphics, Inc.	DP65614	11,913.70	Supplies
27	U	4026	4301	6200	S	A & R Dean's Office - Credit	Prestige Graphics, Inc.	PO68752	6,240.00	Supplies
28	U	4026	5350	6200	S	A & R Dean's Office - Credit	U.S. Postmaster	DP68755	8,500.00	Postage
29	U	4026	6413	6200	S	A & R Dean's Office - Credit	Time Clock	PO65649	4,184.55	Equipment
30	U	4900	5610	6770	S	Central Services	Recreation & Park of SF	DP64501	3,634.00	Facility Rental
31	U	4914	6413	6720	S	BANNER Implementation - DB	US Machinery	TP66502	22,000.00	Equipment
32	U	5120	6413	6010	C	Summer/Intersession	Star Microsystems, Inc.	PO65552	7,519.07	Equipment
33	U	7232	4303	1900	C	Chemistry	VWR Scientific	PO63680	3,206.84	Supplies
34	U	7232	5650	1900	C	Chemistry	Spectronic Instruments	PO63681	4,244.52	Maintenance/Repair
35	U	9110	4301	6010	C	College Publications	Premier Offset Printing, Inc.	PO09937	123,676.62	Supplies
36	U	9110	4301	6010	C	College Publications	SF Independent Newspaper	PO09935	11,994.68	Supplies

Resolution No. 990429-C2
Attachment A

	A	B	C	D	E	F	G	H	I	J
37							Total Unrestricted		$ 505,779.52	
38										
39	425002	0130	6201	7100	S	Bond-Mission Land Purchase	Shute, Mihaly & Weinberger	DP64509	4,125.70	Capital Outlay
40	421401	0130	6201	7100	S	REN-Shops/Warehouse Proj	Finger & Moy, Architects	CT59868	200,000.00	Capital Outlay
41	420191	0130	6202	7100	S	HS-Student U, MLK Grille	Adolph Schmidt Gen Con	DP40850	7,200.00	Capital Outlay
42	412835	0130	6202	7100	S	HAZ MAT 97/98-JA Child Lead	Thorenfeldt Construction, Inc.	CT40884	45,600.00	Capital Outlay
43	412035	0130	6202	7100	S	Child Care Facilities Grant	Thorenfeldt Construction, Inc.	CT40884	135,000.00	Capital Outlay
44	412030	9320	5190	6120	C	Library-Columbia Foundation	Artsource	DP66020	6,139.50	Contractual Services
45	412004	9320	6411	6120	C	Library-Furniture/Equipt.	OP Contract	PO66041	8,169.95	Equipment
46	125501	9220	5350	6820	N	Continuing Education Fees	P&DC Finance Station	DP60633	3,000.00	Postage
47	125215	7225	6102	0400	C	SF Admin/SWMP/Bus Waste	Green Mountain Technologies	PO65356	13,458.76	Capital Outlay
48	123872	6110	6307	6490	N	Matriculation Non Credit 98-99	ISM Info Sys Mgmt. Inc.	PO44543	4,025.00	Equipment
49	123872	6110	6413	6490	N	Matriculation Non Credit 98-99	Dell Computer Corp.	PO57328	8,089.77	Equipment
50	123872	7320	6413	6490	N	Matriculation Non Credit 98-99	HIQ Computer Systems	PO62602	5,240.54	Equipment
51	123872	7320	6413	6490	N	Matriculation Non Credit 98-99	Multiwave Technology	PO50550	4,751.47	Equipment
52	123849	7108	6414	0900	C	Instructional Equipt Repl 98-99	Aviall Distribution Services	PO59734	15,000.00	Equipment
53	123849	7210	6413	0700	C	Instructional Equipt Repl 98-99	CCSF Bookstore	PO54888	3,058.61	Equipment
54	123849	7257	6413	0900	C	Instructional Equipt Repl 98-99	Audio Graphic Systems	PO59470	10,405.16	Equipment
55	123849	7421	6413	0500	C	Instructional Equipt Repl 98-99	Sefco, Inc.	PO64989	28,750.50	Equipment
56	123849	7421	6414	0500	N	Instructional Equipt Repl 98-99	Virco Mfg Corporation	PO57412	4,482.01	Equipment
57	123849	7504	6414	1000	C	Instructional Equipt Repl 98-99	Seattle Pottery Supply	PO60644	3,092.25	Equipment
58	123849	7512	6413	1500	C	Instructional Equipt Repl 98-99	GE Capital	PO61411	8,481.13	Equipment
59	123849	7756	6413	1200	C	Instructional Equipt Repl 98-99	Sefco, Inc.	PO60419	4,247.78	Equipment
60	123849	7756	6414	1200	C	Instructional Equipt Repl 98-99	ProMedix	PO60362A	4,766.97	Equipment
61	123849	8340	6414	6010	C	Instructional Equipt Repl 98-99	NewCal Industries	PO63818	17,789.67	Equipment
62	123849	9320	6413	6120	C	Instructional Equipt Repl 98-99	CCSF Bookstore	PO66011	5,223.01	Equipment
63	123846	7516	6414	1000	C	Block Grant 97-98	The Mug Joint, Inc.	DP58474	7,219.00	Equipment
64	123846	7720	6413	1200	C	Block Grant 97-98	US Machinery	PO59198	7,703.50	Equipment
65	123846	7720	6413	1200	C	Block Grant 97-98	Audio Graphic Systems	PO66551	5,636.58	Equipment
66	123846	7725	4303	1200	C	Block Grant 97-98	Bay Area Surgical Co., Inc.	IP56035	5,089.09	Supplies
67	123846	7756	6413	1200	C	Block Grant 97-98	CCSF Bookstore	PO60377	3,478.41	Equipment
68	123845	5140	6413	4900	C	Tax Shortfall Block Grant 97-98	Compaq	PO61360A	7,527.95	Equipment
69	123845	5140	6413	1100	C	Tax Shortfall Block Grant 97-98	Star Microsystems, Inc.	PO65553	3,188.42	Equipment
70	123804	7800	6411	6499	N	TANF 98-99	M.G. West	PO46619	45,889.09	Equipment
71	123352	9210	5190	7030	N	ECO/CACT 98-99	Ng E	PS90018A	9,000.00	Contractual Services
72	123204	7320	5190	6420	C	DSPS Excess Costs 98-99	Ari-Asha C	PS60913	8,500.00	Contractual Services

Resolution No. 990429-C2
Attachment A

	A	B	C	D	E	F	G	H	I	J
73	123204	7320	5190	6420	C	DSPS Excess Costs 98-99	Hicks S	PS60918	6,500.00	Contractual Services
74	123204	7320	5190	6420	C	DSPS Excess Costs 98-99	Moore L	PS60914	4,500.00	Contractual Services
75	123204	7320	6414	4900	C	DSPS Excess Costs 98-99	ASU Disability Resource	DP60904	3,761.78	Equipment
76	122502	8250	5190	6830	N	Pregnancy Prevention 98-99	Spot 52 Productions	TP90013	9,000.00	Contractual Services
77	121506	7114	4303	0900	N	Vatea T2C 98-99	Beronio Lumber Co	PO58782	3,772.30	Supplies
78	121506	7725	6414	1200	C	Vatea T2C 98-99	Hill-Rom	PO56043	14,682.22	Equipment
79	121506	7725	6414	1200	C	Vatea T2C 98-99	Hill-Rom	PO56015	7,285.90	Equipment
80	121506	7756	6414	1200	C	Vatea T2C 98-99	ProMedix	PO60366	3,307.78	Equipment
81	121181	7264	5190	0400	C	Biolink - NCBC 98-99	Hershbell K	PS90080	10,000.00	Contractual Services
82	121123	7177	5190	7030	N	DOL/ETA GARMENT 2000 98-9	Lee Y	PS90073	9,000.00	Contractual Services
83							**Total Restricted**		**$ 725,139.80**	
84										
85							**Total Unrestricted and Restricted**		**$1,230,919.32**	

36

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: April 29 ,1999 **C3**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Acceptance of Gifts
Resolution No. 990429-C3

BACKGROUND INFORMATION:

SFCCD Policy Manual Section 8.08 Acceptance of Gifts provides that (1) motor vehicles, (2) aircraft, (3) cash exceeding $250, (4) securities, (5) precious stones, (6) precious metals, (7) goods other than (1) or (2) above with a market value exceeding $1,500, be accepted by the SFCCD only by resolution of the Board of Trustees.

From time to time an item is offered as a gift to the SFCCD to be used for educational purposes.

RECOMMENDATION:

WHEREAS: the SFCCD has been tendered the gifts detailed in Attachment A;

WHEREAS: Frances Lee, Provost, declares that these gifts will enhance the instructional program of the San Francisco Community College District;

RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees, are hereby authorized to accept the gifts listed on Attachment A for and in the name of the San Francisco Community College District;

FURTHER BE IT RESOLVED: That upon transfer of legal title of these gifts described in Attachment A, the Secretary of the SFCCD Board of Trustees is directed to notify the donors of acceptance of the gifts by the governing board.

BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR

ATTACHMENT A
RESOLUTION: 990429 - C3

DESCRIPTION	DONOR	BENEFICIARY	MARKET VALUE DECLARED BY DONOR
1) Cash	Denman Estate Co. 1430 NW 64th St., #206 Seattle, WA 98107	James Denman Scholarship	$ 350.00
2) Cash	Borel Bank & Trust Co. 160 Bovet Rd. San Mateo, CA 94402	Kerkhof Math & Engineering Scholarship	$ 1,800.00
3) Cash	Every Child Can Learn Foundation 225 Bush St., #350 San Francisco, CA 94104	CCSF Student Kinh Ngo	$ 666.00

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: April 29, 1999 **F1**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Amending effective date
Resignation with the Intent to Retire
Educational Academic Administrator
(Resolution No. 990429 - F1)

BACKGROUND INFORMATION:

The Board of Trustees adopted Resolution No. 990325 - F1 accepting Mira D. Sinco's resignation with the intent to retire effective June 30, 1999. Consequently, it was determined that the effective date should be August 30, 1999. Resolution No. 990429 - F1 serves to amend the effective date to August 30, 1999.

RECOMMENDATION:

RESOLVED: That the resignation with the intent to retire of Mira D. Sinco from any and all employment with the San Francisco Community College District be amended effective close of business August 30, 1999.

Gary Tom, Originator

04/29/99 - F1 page 1

BOARD OF TRUSTEES

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: April 29, 1999 **F2**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Resignation with the Intent to Retire
Educational Academic Administrator
(Resolution No. 990429 - F2)

BACKGROUND INFORMATION:

Resolution No. 990429 - F2 covers the resignation with the intent to retire of an educational academic administrator.

RECOMMENDATION:

RESOLVED: That the resignation with the intent to retire of Arthur Cherdack from any and all employment with the San Francisco Community College District be accepted, effective close of business June 30, 1999.

Gary Tom, Originator

04/29/99 - F2 page 1

BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: April 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: **Academic Employees**
Credit Program/Non-Credit Program
District Funded
City College of San Francisco
(Resolutions 990429-G1-G8)

BACKGROUND INFORMATION:

These resolutions cover district funded academic employees appointments and/or other related personnel transactions. Unless otherwise indicated in the resolution, appointments are classified as temporary. Board of Trustees approval is required.

The following resolutions are recommended for adoption.

Nicholas T. Hovland, Originator

BOARD OF TRUSTEES
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DR. PHILIP R. DAY, JR., CHANCELLOR

RESOLUTION 990429-G1

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC EMPLOYEES: General Fund, Unrestricted

RESOLVED: That the following named persons be appointed to temporary part-time academic assignments for the semester and department shown. Employment is contingent upon adequate class enrollment, possession of applicable minimum qualifications and/or applicable credential, tuberculosis clearance, assignment availability under Article 13-1 of the AFT contract and completion of all District documents necessary to establish eligibility for appointment. Salary shall be in accordance with the appropriate instructional/non instructional rates as provided by Article 20 of the AFT contract. Total assignments for temporary part-time academic employees shall not exceed 60% of the hours per week considered a full-time assignment for regular employees having comparable duties. Total overload/extra pay assignments for full-time academic employees shall be in accordance with the relevant provisions of the appropriate bargaining contracts and the City College of San Francisco Faculty Handbook.

FALL 1998

(+: Full-time overload/extra pay)
(*: New hourly academic employee)

	Name	Department	Division
	Burgess, Ph.D., Alisa	Institute of Int'l Students	Credit
	Heffron, Jill Andrea	Institute of Int'l Students	Credit
*	Lym, Brian	Library Services	Credit
	Mulholland, Patrice	Institute of Int'l Students	NonCredit
+	Santos, Donald A	Art	Credit
+	Vitorelo, Joan C	Foreign Student Advising	Credit
+	Wong, Paul	Foreign Student Advising	Credit

G1 Fall 1998: 7

SPRING 1999

(+: Full-time overload/extra pay)
(*: New hourly academic employee)

	Name	Department	Division
	Baer, Daniel N.	Interdisciplinary Studies	Credit
	Blumenthal, Sheryl	Disabled Stud Prog & Services	NonCredit
	Boyle, Robert Patrick	Hospitality Training	NonCredit
	Brown, Phillip	Telecourses	Credit
	Calija, Augustine D	Trade Skills (Appren-Jrny)	NonCredit
	Carlson, Jan	Counseling	Credit
	Casper, Andrew	Apprenticeship	Credit
	Cate, Donald	Musec	Credit
+	Chan, Nora L	Health Care Technology	Credit
	Chase, Estrella N	Licensed Vocational Nursing	Credit
+	Chien, Annie	Nursing	Credit
	Chuck, Terence Albert	Counseling	Credit
	Clark, Robert	African Americanf Retention	Credit
+	Clark, Robert M	Foreign Student Advising	Credit
*	Cline, Elissa A.	Graphic Communication	Credit
*	Cole, Josephine	Southeast Campus	NonCredit
	Cordova, Carlos B	Behavioral Sciences	Credit
*	Dalton, Richard A.	Administration of Justice	Credit
+	Dawydiak, Cecile M	Nursing	Credit
	Di Coio, Alfred A.	Trade Skills	NonCredit
*	Diamond, Joseph N.	English As a Second Language	NonCredit

	Dupre, Timothy E.	Behavioral Science	Credit
	Ellingwood, Ilona Mary	Licensed Vocational Nursing	NonCredit
+	Fan, Mark M	Staff Development	NonCredit
	Farais, John Thomas	Hotel & Restaurant Operation	Credit
	Farrow, Robert T.	Apprenticeship	NonCredit
+	Fried-Lee, Lauri	English As a Second Language	Credit
	Fronek, Timothy	Apprenticeship (Journeymen)	NonCredit
	Getsia, Daniel	Apprenticeship	NonCredit
	Graham, Thomas	Journalism	Credit
	Grandits, Frank J	English As a Second Language	Credit
	Hanzo, Christopher Mat	Labor Studies	NonCredit
+	Harris, Theresa E	Nursing	Credit
	Harrison, Lisa M.	Behavioral Sciences	Credit
	Hayes, Beverly L.	Library Services	Credit
+	Henning, Nancy	Nursing	Credit
	Heredia, Maria	Counseling	Credit
+	Homer, Suzanne I	Social Science	Credit
	Hsieh, Arthur B.	Health Care Technology	Credit
+	Jew, Carl	Foreign Student Advising	Credit
	Johnson, Daniel P	Bus/Office Tech/Small Bus	Credit
*	Jones, Keith D.	Bus/Office Tech/Small Bus	NonCredit
	Kaushik, Dorothy P.	Licensed Vocational Nursing	NonCredit
*	Kennedy, Kathy	IDST	Credit
	Kornblau, Jack	Transitional Studies	NonCredit
*	Lewis, John A	Health Care Technology	Credit
	Mason, Larry	Apprenticeship (Journeylevel)	NonCredit
+	Meunier-Fiebelkorn, Muriel	Child Dev. & Family Studies	NonCredit
	Murry, Robert	Apprenticeship	NonCredit
+	Nance, Glenn R	Social Science	Credit
*	Negrin, Alison	Hospitality Training	NonCredit
*	O'Roke, Linda S.	English As a Second Language	NonCredit
+	Owens, Rhonella C	Mathematics	Credit
*	Peabody, Melissa A.	Broadcast Electronic Media Art	Credit
+	Podenski, Francine	Broadcast Electronic Media Art	Credit
+	Rivera, Eloise W	Behavioral Sciences	Credit
	Sappington, Jerry	Apprenticeship	NonCredit
	Schembri, Peter Joseph	Apprenticeship	Credit
	Schiorring, Eva	Transitional Studies	NonCredit
	Seid, Melvyn L	Apprenticeship	NonCredit
	Shahani, Michael	Music	Credit
	Shea III, Daniel T.	Apprenticeship	NonCredit
	Sheffield, Eugene	Apprenticeship	NonCredit
	Starelli, John	Apprenticeship	NonCredit
*	Stevenson, David	Graphic Communications	Credit
*	Suresh, Banu	International Students	NonCredit
	Valdez, Helen R	English As a Second Language	NonCredit
+	Verdugo, Diana L	Counseling	Credit
	Weinstein, Robert	Apprenticeship	NonCredit
+	Wong, Anna Q	English As a Second Language	NonCredit
+	Young, Joan H	English As a Second Language	Credit

G1 Spring 1999

Total for G1: 78

RESOLUTION 990429-G2

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC EMPLOYEES: General Fund, Restricted

RESOLVED: That the following named persons be appointed to temporary part-time academic assignments for the semester, department and restricted program shown. Employment is contingent upon funds available in the applicable restricted program. Employment is contingent upon adequate class enrollment, possession of applicable minimum qualifications and/or applicable credential, tuberculosis clearance, assignment availability under Article 13-1 of the AFT contract and completion of all District documents necessary to establish eligibility for appointment. Salary shall be in accordance with the appropriate instructional/non-instructional rates as provided by Article 20 of the AFT contract. Total assignments for temporary part-time academic employees shall not exceed 60% of the hours per week considered a full-time assignment for regular employees having comparable duties. Total overload/extra pay assignments for full-time academic employees shall be in accordance with the relevant provisions of the appropriate bargaining contracts and the City College of San Francisco Faculty Handbook.

FALL 1998

(+: Full-time overload/extra pay)
(*: New hourly academic employee)

	Name	Department	Grant	Division
+	Grier, William T	English As a Second Language	Matriculation Non Credit 98-99	NonCredit

G2 Fall 1998. 1

SPRING 1999

(+: Full-time overload/extra pay)
(*: New hourly academic employee)

	Name	Department	Grant	Division
+	Brown, Eleanor R	Matriculation	Matriculation Credit 98-99	Credit
+	Dewar, Cynthia E	Matriculation	Matriculation Credit 98-99	Credit
	Duffy, Kathleen Susan	Disabled Stud Prog & Services	DSPS Excess Costs 98-99	Credit
+	Fain, Sharon F	Counseling	Matriculation Non Credit 98-99	NonCredit
+	Fregly, Carol A	Matriculation	Matriculation Credit 98-99	Credit
+	Fried-Lee, Lauri	Accredition	Matriculation - NC 97-98	NonCredit
+	Garfinkle, Joan M	Counseling	Matriculation Non Credit 98-99	NonCredit
+	Gee, Coleen L	Counseling	Matriculation Non Credit 98-99	NonCredit
+	Hock, Margaret	Matriculation	Matriculation Credit 98-99	Credit
	Kleinman, Craig	English	Matriculation	Credit
+	Lew, Eunice	English As a Second Language	Matriculation Non Credit 98-99	NonCredit
+	McKnight, Lindy L	Counseling	Matriculation Non Credit 98-99	Credit
+	Mireles, Enrique	Counseling	Matriculation Credit 98-99	NonCredit
	Silverman, Herb M	Foreign Student Advising	Matriculation - NC 97-98	NonCredit
+	Spingola-Connolly, Jeanni	Counseling	Matriculation Credit 98-99	Credit
+	Tragardh, Thomas	Matriculation	Matriculation Credit 98-99	Credit
+	Truong, Barbara B	Counseling	Matriculation Non Credit 98-99	NonCredit
+	Vayngortin, Lev D	Foreign Student Advising	Matriculation Credit 98-99	Credit
+	Webb, Rachel	Matriculation	Matriculation Credit 98-99	Credit
+	Wolf, Rosalie	Matriculation	Matriculation Credit 98-99	Credit
+	Yngojo, Marcus R	Counseling	Matriculation Non Credit 98-99	NonCredit
	Yu, Howard K	Counseling	Matriculation Credit 98-99	Credit

G2 Spring 1999 22

Total for G2: 23

Total Records: 101

990429-G3
Amendment to Resolution

RESOLVED: That resolution 981029-G7, Academic Employees Temporary Tenure Review Assignments for the period January 20, 1999 to May 28, 1999, be amended in part to show the following:

NAME	CHANGE HOURS FROM:	TO:	ADD:
Casserly, Jack	9	0	
Cooper, Sybil	9	0	
Corbie, Terrence	9	0	
Crosson, Gloria			17
Fisher, Paul	17	9	
Fredrickson, Sandra			9
Gragg, Maki Ohy			9
Green, Diane	9	0	
Hendrickson, Dennis			9
Killebrew, Ann	9	17	
Kitchen, Deborah	26	9	
Luey, Leon	9	0	
McAllister, Keith	9	0	
Oldham, Mary (Kopriva)	9	17	
Piontkowski, Dennis	18	9	
Quardra, Indiana			9
Srouji, Ghassan	9	0	
Tan, Bie Han	17	0	
Torres, Chita			18

990429-G4
Amendment to Resolution

RESOLVED: That resolution 981029-G3, Academic Employees Temporary Tenure Review Assignments for the period August 17, 1998 to December 22, 1998, be amended in part to show the following:

NAME	CHANGE HOURS FROM:	TO:	ADD:
Fredrickson, Sandra	35	17	
Hom, Grace	9	17	
Laddin, Lawrence	9	17	
Wodard, Patsy			18

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990429-G5
Department Chairperson Stipends 1998-99

RESOLVED: That the following named supervisors be assigned additional responsibilities during the Academic year 1998-99; payment for these responsibilities shall be the stipend amount indicated for the academic year and pro-rated to the days served.

NAME	DEPARTMENT	STIPEND	STEP
LUANA	African American Studies	1,556.00 (3/27/99-5/28/99)	1

990429-G6 **Amendment to Resolution**

RESOLVED: That Resolution 990325-G3, Reduced Workload - Pre-Retirement Reduction status, be amended in part to show the following:

NAME	DEPARTMENT/CAMPUS	TERMS OF DUTY	EFFECTIVE DATES
CHANGE FROM:			
GLADSTONE, THEODORE	Automotive / Evans	Work 67% every Spring, and work 67% every Fall	Spring 1999 - Fall 2002
TO:			
GLADSTONE, THEODORE	Automotive / Evans	Work 67% every Spring, and work 67% every Fall	Spring 1999 - Spring 2002

990429-G7 **Leave of Absence**

RESOLVED: That for the effective dates shown the following named academic personnel be granted leave of absence:

NAME	DEPARTMENT/CAMPUS	CONTRACT SECTION		EFFECTIVE DATES
JAN, ELMER	Library / Phelan	17.B	100%	01/19/99-05/28/99
OLSEN, JUDY WB	ESL / TRC (Gough)	17.B	100%	09/22/99-10/29/99

990429-G8 **Reassignment**

RESOLVED: That effective September 1, 1998 through August 31, 1999, JOHNSON, ELAINE, to be temporarily reassigned (100%) workload from Schedule I full-time academic position in Biology Department to the Bio-Link position.

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: April, 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Academic Employees
Credit Program/Non-Credit Program
Categorically Funded
City College of San Francisco
(Resolutions 990429-H1)

BACKGROUND INFORMATION:

Resolutions 990429-H1 cover categorically funded temporary academic employees appointments and/or other related personnel transactions pursuant to the provision of California Education Code #87470. All Appointments are classified as temporary, when services are required and funds are provided. Board of Trustees approval is required.

The following resolutions are recommended for adoption.

Nicholas T. Hovland, Originator

BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR

RESOLUTION 990429-H1

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC EMPLOYEES: Categorically Funded.

RESOLVED: That the following named persons be appointed to temporary part-time academic assignments for the semester, department and grant shown. Employment is pursuant to Education Code section 87470 and contingent upon funds available in the applicable Grant/Contract. Employment is contingent upon adequate class enrollment, possession of applicable required minimum qualifications and/or applicable credential, tuberculosis clearance, assignment availability under Article 13-1 of the AFT contract and completion of all District documents necessary to establish eligibility for appointment. Salary shall be in accordance with the appropriate instructional/non-instructional rates as provided by Article 20 of the AFT contract. Total assignments for temporary part-time faculty shall not exceed 60% of the hours per week considered a full-time assignment for regular employees having comparable duties. Total overload/extra pay assignments shall be in accordance with the relevant provisions of the appropriate bargaining contract and the City College of San Francisco Faculty Handbook.

FALL 1998

(+: Full-time overload/extra pay)
(*: New hourly academic employee)

	Name	Department	Grant	Division
	Arroyo-Neves, Martha Eliz	Library Services	TTIP 97-98	NonCredit
+	Buford, Sylvia Y	Child Dev. & Family Studies	Independent Living 98-99	NonCredit
	Goodman, Stacey D	Interdisciplinary Studies	MOCD-Multimedia Collaborative	Credit
	Grose, Jacqueline Stam	Contract Education	ECO/DEV WRKPLACE L C 98-99	NonCredit
	Xie, Sarah X	Contract Education	SF Airport Commission #34	NonCredit
	Zetes, Kathleen	Child Dev. & Family Studies	SF Foundation-Com Initiative Fund	Credit

H1 Fall 1998. 6

SPRING 1999

(+: Full-time overload/extra pay)
(*: New hourly academic employee)

	Name	Department	Grant	Division
	Auyeung, Mabel K	Child Dev. & Family Studies	PVF/Model Center Classes	Credit
+	Ayala, Hilda M	Information Technology Srvcs	TTIP 97-98	NonCredit
*	Baer, Daniel N.	Interdisciplinary Studies	T3 St. Success 98-99	Credit
	Boegel, Thomas Paul	Computer & Information Science	TTIP 97-98	NonCredit
+	Bolden, Pinkie L	Health Science	TANF 98-99	Credit
+	Buford, Sylvia Y	Child Dev. & Family Studies	Foster Parenting 98-99	NonCredit
+	Buford, Sylvia Y	Child Dev. & Family Studies	SFDHS-Foster Training #2	NonCredit
	Cabahug, Elma P	English As a Second Language	T3 St. Success 98-99	Credit
	Calvello, III, Michael A.	Computer & Information Science	TTIP 97-98	NonCredit
	Canino, Richard M.	Vocational Education	ECO/ATTC 98-99	NonCredit
+	Chan, Nora L	Health Care Technology	Vatea T2C 98-99	Credit
+	Chan, Nora L	Vocational Education	Vatea T3e Tech Prep 98-99	NonCredit
	Cheng, Eva	Americorps	Ameri Corps Program	Credit
+	Chien, Annie	Health Science	TANF 98-99	Credit
+	Corbie, Terrence	Bus/Office Tech/Small Bus	TANF 98-99	Credit
+	Cortez, Doris J	English As a Second Language	Vatea T2C 98-99	Credit
+	Devine, Joanne D	Child Dev. & Family Studies	Independent Living 98-99	NonCredit
+	Drucker, Ronald	Chemistry	Vatea T2C 98-99	Credit
	Eggers-Williams, Delores	Child Dev. & Family Studies	Independent Living 98-99	NonCredit
	Endres, Rose M	Computer & Information Science	TTIP 97-98	NonCredit
+	Ferrara, Lawrence	Music	Vatea T2C 98-99	Credit

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC EMPLOYEES: Categorically Funded.

+	Fregly, Carol A	English	Vatea T2C 98-99	Credit
	Glines, Emily C	Counseling	Americorps	NonCredit
	Grandits, Frank	English a s Second Language	Partnership of Excellence	Credit
+	Grant, Fumiko Y	Foreign Languages	Vatea T2C 98-99	Credit
	Greene, Philip D	Film Production	Vatea T2C 98-99	Credit
	Grose, Jacqueline Stam	Contract Education	ECO/DEV WRKPLACE L C 98-99	NonCredit
*	Hazen, Lynn E.	Child Dev. & Family Studies	CALWORKS 97-98	Credit
+	Hillan, John M	Contract Education	SF League of Urban Gardeners	NonCredit
+	Hillan, John M	Environmental Hort & Floristy	VATEA - Title IIC Basic 97-98	NonCredit
	Hohenstein, Charles Loui	Contract Education	S.F. Works	NonCredit
	Hyde, Kathryn	Biological Sciences	SF PORT-HABITAT CENTER 98-99	Credit
+	Jardim, Philip M	Biological Sciences	Vatea T2C 98-99	Credit
*	Johnson, Christopher P.	Hospitality Training	Eco Dev/JDIT Hiring Hall 98-99	NonCredit
+	Johnson, Dennis	Social Science/ ECON	Vatea T2C 98-99	Credit
+	Kaufmyn, Wendy S	Engineering & Technology(Weld)	Vatea T2C 98-99	Credit
+	Ko, Hoi M	Contract Education	SF Airport Comm - 32	NonCredit
+	Kuusisto, Sharon	Foreign Languages	Vatea T2C 98-99	Credit
	Laniha, Carmen	Work Force Education	CALWORKS 97-98	NonCredit
	Landau, Gregory P	Latin-American Studies	Vatea T2C 98-99	Credit
	Lepori, Kathleen Loui	Contract Education	SF Airport Comm - 33	NonCredit
	Magee, Mary	Workforce Education	Calworks 98-99	Credit
	Mc Carthy, Denise	Institute for International Students	TTIP 97-98	NonCredit
	McMahan, Frank J	Child Dev. & Family Studies	Independent Living 98-99	NonCredit
+	Mogar, Mariannina	Child Dev. & Family Studies	CALWORKS 97-98	NonCredit
+	Mogar, Mariannina	Child Dev. & Family Studies	Foster Parenting Program 97-98	Credit
+	Morales, Leslie	Contract Education	SF Works - 2	NonCredit
+	Nakahata, Alice	Child Dev. & Family Studies	Foster Parenting 98-99	NonCredit
+	Nakahata, Alice	Child Dev. & Family Studies	SFDHS-Foster Training #2	NonCredit
	Nirobe, Rashaida	Hospitality Training	Eco Dev/JDIT Hiring Hall 98-99	NonCredit
	Oakley, John D.	Hotel & Restaurant Operation	Hotel/Restaurant	Credit
+	Olsen, Judy E	Teachers' Resource Center	ABE/ESL/BASIC 98-99	NonCredit
	Page, Laura B.	Hospitality Training	Eco Dev/JDIT Hiring Hall 98-99	NonCredit
	Peirce, Pamela K	Environmental Hort & Floristy	SF PORT-HABITAT CENTER 98-99	Credit
+	Rico, Stephen M	Child Dev. & Family Studies	CALWORKS 97-98	NonCredit
+	Rico, Stephen M	Child Dev. & Family Studies	PVF/Model Center Classes	Credit
	Saunders, Katharine Gove	Undeclared Department	TTIP 97-98	NonCredit
	Schiorring Eva	Transitional Studies	Partnership of Excellence	NonCredit
+	Seckman, John Davi	Information Technology Srvcs	TTIP 97-98	NonCredit
*	Sherr, Jean A.	Contract Education	SF Airport Commission #34	NonCredit
+	Stewart, Barbara	English As a Second Language	TTIP 97-98	NonCredit
+	Su, Timothy M	Chemistry	T3 St. Success 98-99	Credit
	Taylor, Terri	Counseling	CALWORKS 97-98	NonCredit
	Teese, Mary Kath	Contract Education	SF Airport Commission #34	NonCredit
	Ternar, Mine Yasa	Information Technology Srvcs	TTIP 97-98	NonCredit
+	Thiry, Pierre S	Information Technology Srvcs	TTIP 97-98	NonCredit
+	Van Ecke, Yolanda H.	Work Force Education	CALWORKS 97-98	Credit
+	Velleno, Dianne C	Child Dev. & Family Studies	Calworks 98-99	NonCredit
	Vulindela, Wobogo	African American Retention	NonCredit	
	Weinman, Donna M.	Hospitality Training	Eco Dev/JDIT Hiring Hall 98-99	NonCredit
+	White, Kathleen C	Child Dev. & Family Studies	CALWORKS 97-98	NonCredit
*	Wolff, Jennifer S.	Interdisciplinary Studies	MOCD-Multimedia Collaborative	Credit

H1 Spring 199

Total for H1:

Total Records: 78

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239 3000

DATE: April 29, 1999 **L1**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: **Human Resources**
Authorization to amend employment Contract(s)
(Resolution No. 990429 - L1)

BACKGROUND INFORMATION:

The Board of Trustees by Resolution No. 791120-B1 has made available to its employees the provisions of Section 403(b) of the United States Internal Revenue Code and Section 17501 of the California Revenue and Taxation Code.

Employees of the San Francisco Community College District may enter into an amendment of their employment contracts for the purpose of effecting a reduction in the salaries paid to such employees, and that for each employee who voluntarily elects to accept such reduction in his or her salary, the San Francisco Community College District shall, as directed by such employee, a) purchase, with an amount equal to the reduction in salary, a nontransferable annuity contract issued by an insurance company selected by the employee concerned, or (b) contribute an amount equal to such reduction in salary to a custodial account of a custodian selected by the employee, in which all rights under said custodial account shall be exercisable by the employee concerned.

RECOMMENDATION:

RESOLVED: That the Board of Trustees of the San Francisco Community college amend employment contract for the purpose of (a) purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those

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employees requesting such purchases or contributions, and (c) termination of the amendment to employment contract, complying with the provisions of Section 403(b) of the United States Internal Revenue Code, and Section 17501 of the California Revenue and Taxation Code.

a) INSURANCE COMPANIES	I.D. NO.	BI-WEEKLY Amount
Aetna	57191	50.00
Aragon Financial Serv.	55960	100.00
Great American Life	54872	200.00
Great American Life	31352	384.00
IDS	54872	150.00
John Alden	57072	384.62
Lincoln National Life	01434	25.00
Met Life	22682	200.00
Met Life	55058	100.00
Met Life	56935	150.00
Northern Life	01434	25.00
Northern Life	52248	500.00
Security First Life	56086	366.00
Security First Life	56069	350.00
Security First Life	57223	300.00
State Street Bank STRS	54896	160.00
State Street Bank STRS	56152	275.00
TIAA-CREF	56596	200.00
VALIC	54968	275.00
VALIC	53240	391.84
VALIC	55653	200.00
VALIC	56108	250.00
VALIC	56892	100.00

b) CUSTODIAL ACCOUNTS	I.D. NO.	Bi-WEEKLY AMOUNT
Fidelity	54962	350.00
Fidelity	55033	25.00
Fidelity	56988	300.00
Vanguard	54711	100.00
Vanguard	02842	500.00
Vanguard	55976	384.62
Vanguard	54598	526.32
Vanguard	61846	400.00
Vanguard	55872	300.00
Vanguard	54136	480.00

c) TERMINATION/CANCELLATIONS	I.D. NO.	BI-WEEKLY AMOUNT
Fidelity	55976	380.00
Great West Life	57522	100.00
Paul Revere	55872	300.00
Security First	22682	150.00
T. Rowe Price	56988	300.00
VALIC	54136	480.00
VALIC	55058	100.00

FURTHER IT BE RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to purchase such annuity contracts or contribute to such custodial accounts, subject to ratification by the Board of Trustees.

James Kendrix, Originator

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

N1

DATE: April 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Academic Employees
Community Services Classes
City College of San Francisco
(Resolutions 990429-N1)

BACKGROUND INFORMATION:

Resolutions 990429-N1 covers appointments of academic employees to Community Service Classes and/or other related transactions pursuant to the provisions of California Education Code #78300. All appointments are classified as temporary, hourly unless otherwise stated in the resolution. Board of Trustees approval is required.

The following resolutions are recommended for adoption.

Nicholas T. Hovland, Originator

BOARD OF TRUSTEES
LAWRENCE WONG, PRESIDENT • ANITA GRIER, VICE PRESIDENT • NATALIE BERG
ROBERT E. BURTON • JAMES HASKELL MAYO, II. • RODEL E. RODIS • ROBERT P. VARNI
DR. PHILIP R. DAY, JR., CHANCELLOR

RESOLVED: That the following named persons be appointed to temporary part-time academic assignments in Community Services and related Programs pursuant to Education Code Section 78300. Employment is contingent upon adequate class enrollment, possession of applicable required minimum qualifications and/or applicable credential, tuberculosis clearance, assignment availability under Article 13-1 of the AFT contract and completion of all District documents necessary to establish eligibility for appointment. Salary shall be in accordance with the appropriate instructional/non-instructional rates as provided by Article 20 of the AFT contract. Total assignments for temporary part-time faculty shall not exceed 60% of the hours per week considered as full-time assignments for regular employees having comparable duties. Total overload/extra pay assignments for full-time faculty shall be in accordance with the relevant provisions of the appropriate bargaining contract and the City College of San Francisco Faculty Handbook.

FALL 1998

(+: Full-time overload/extra pay)
(*: New hourly academic employee)

	Name	Department	Division
	Chang, Alexander Pon-C	Institute of Int'l Students	NonCredit
+	Larson, Penelope A	Institute of Int'l Students	NonCredit

N1 Fall 1998 2

SPRING 1999

(+: Full-time overload/extra pay)
(*: New hourly academic employee)

	Name	Department	Division
*	Fredenburg, Mark P.	Community Services	NonCredit
	Gould, Martha L.	Community Services	NonCredit
	Huddleston, Judy	Community Services	NonCredit
	Kung, Eric X	Community Services	NonCredit
	Lark-Wilson, Nyya F.	Community Services	NonCredit
+	Larson, Penelope A	Institute of Int'l Students	NonCredit
	Lieb, Reddy C	Community Services	NonCredit
+	Nava, Lisa M	Community Services	NonCredit
	Ruiz, Joseph M	Community Services	NonCredit
*	Shain, Allen I.	Community Services	NonCredit
	Spano, Giorgio	Community Services	NonCredit
	Vranova, Miriam	Community Services	NonCredit
	Wenzel, Dawne R.	Institute of Int'l Students	NonCredit
	Ziemann, Mark J.	Community Services	NonCredit

N1 Spring 1999: 14

Total for N1: 16

Total Records: 16

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: April 29, 1999 **S1**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: **SPECIAL:**
Recommend (1) Modifying Board of Trustees Resolution No. 981029-S4 to delete the Classification of Employee Relations Assistant (1280) and the Classification of Employee Relations Representative (1281), and to include the Classification of Principal Employee Relations Representative (1282), and (2) authorizing the Administration to establish wage rates/premiums and benefit levels for the 1282 Classification (Resolution No: 990429-S1)

BACKGROUND INFORMATION:

On October 29, 1998, the Board of Trustees adopted amended wage rates for Unrepresented classified Management, Supervisory, or Confidential employees for Fiscal Year 1998-1999. Subsequent to that action the Department of Human Resources for the City and County of San Francisco informed the District of its intent to eliminate the 1280 and 1281 Classifications and of its action to establish the 1282 Classification as one specific to the District. In light of these actions, the Administration recommends (1) modifying Board of Trustees Resolution No. 981029-S4 to eliminate the 1280 and 1281 Classifications as soon as practical, and to include the 1282 Classification, and (2) authorizing the Administration to establish wage rates/premiums and benefit levels for the 1282 Classification commensurate with the duties and responsibilities of the position.

BOARD OF TRUSTEES
LAWRENCE WONG, PRESIDENT • ANITA GRIER, VICE PRESIDENT • NATALIE BERG
ROBERT E. BURTON • JAMES HASKELL MAYO, II. • RODEL E. RODIS • ROBERT P. VARNI
DR. PHILIP R. DAY, JR., CHANCELLOR

RECOMMENDATION:

RESOLVED: That the Board of Trustees (1) modifies Resolution No.981029-S4 to eliminate the 1280 and 1281 Classifications as soon as practical, and to include the 1282 Classification, and (2) authorizes the Administration to establish wage rates/premiums and benefit levels for the 1282 Classification commensurate with the duties and responsibilities of the position;

FURTHER BE IT RESOLVED: That the Chancellor and the Chief Operating Officer and/or their designee(s) are hereby authorized and directed to implement this resolution and to submit any necessary finance resolutions to fund implementation of this resolution.

Lawrence C. Klein, Originator

04/29/99 - S1 page 2

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: April 29, 1999 **S2**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Annual Planning Meeting Between the Respective Boards of the San Francisco Unified School District and City College of San Francisco (Resolution No. 990429-S2)

BACKGROUND INFORMATION:

Recent developments at both the State and local level have underscored the critical importance of increased levels of articulation and cooperation between the Unified School District and City College. Given our very positive working relationship over these past several years and the need to build upon this cooperation in the future for purposes of exploring ways to enhance and improve student retention, access to higher education, resource sharing, joint programming/dual enrollment, and other school/college initiatives, it is suggested that our respective Boards should meet at least once a year to discuss and plan for future collaboration.

RECOMMENDATION:

RESOLVED: That an annual Joint Planning Meeting (Educational Roundtable) be held between the San Francisco Unified School District (SFUSD) and City College for purposes of exploring ways to enhance the quality of educational experiences for students K through 14.

FURTHER BE IT RESOLVED: That the Chancellor will initiate discussion with the SFUSD Superintendent for purposes of soliciting agreement on this initiative and establishing a timetable and process to implement this resolution.

Recommendation for Adoption:

Trustee James Haskell Mayo, II
Trustee Natalie Berg
Trustee Anita Grier

BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: April 29, 1999 **S3**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: **SPECIAL**
Developing the System's 2000-2001 Budget Package.
(Resolution No.990429 - S3)

BACKGROUND INFORMATION:

The Board of Governor's of the California Community Colleges has instituted a new process for developing the **System's 2000-2001 Budget Package.** The cornerstone of this effort is to encourage grass-roots (i.e., District-based) involvement in the budget development and legislative process.

With the assistance of our governmental relations team (Leslie Smith, Peter Goldstein and Dale Shimasaki), we have been working with the various groups on campus (College Advisory Council, Academic Senate, the College Council, and the Chancellor's Cabinet) to identify a number of issues that should be given serious consideration. Some have budgetary impact and some don't. The important point is there are a range of good ideas and suggestions for inclusion in the overall budget plan for the state.

The attached list (FY 2000-2001, Legislative and Budgetary Proposals to the System) has been developed within the timeframe that we've had available. (Note: Spring Break occurred during the time between receipt of the request and due date which is April 30th). I need to emphasize that this represents a work in progress and is subject to change and refinement. We will continue to work with our respective constituency groups well into the Fall term to continue to refine our legislative agenda.

BOARD OF TRUSTEES
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ROBERT E. BURTON • JAMES HASKELL MAYO, II. • RODEL E. RODIS • ROBERT P. VARNI
DR. PHILIP R. DAY, JR., CHANCELLOR

RECOMMENDATION:

BE IT RESOLVED: That the District Board of Trustees approves the preliminary list of Legislative and Budgetary Proposals to the System for inclusion in the consultation process and budget plans for FY2000-2001 of the State Board of Governors/Community Colleges.

Dr. Philip R. Day, Jr., Originator

04/24/99 - S3 page 2

CALIFORNIA COMMUNITY COLLEGES
107 NINTH STREET
RAMENTO, CA 95814-3607
//www cccco edu
) 445-8752

RECEIVED MAR 0 2 1999

February 26, 1999

TO: Presidents, Boards of Trustees
Superintendents and Presidents
Presidents, Academic Senates
Presidents, Student Body Organizations

FROM: Thomas J. Nussbaum
Chancellor

SUBJECT: **District Involvement in Developing the System's 2000-2001 Budget Package**

Believe it or not, as we're just starting to advocate the system's 1999-2000 budget request through the legislative process, the season is upon us to develop the proposed 2000-2001 System Budget. We are requesting each district, **by April 30, 1999**, to participate in providing input and developing recommendations for consideration in Consultation and by the Board of Governors.

Each governing board is requested, through its shared governance process, to work with its chief executive officer(s), faculty, staff, students and local constituencies in the development of budget recommendations and other input that will address system program priorities. We are seeking your input in two respects: First, we seek your views regarding a number of system proposals that a longer-term or ongoing in nature --primarily because these proposals are tied to the system's 2005 Strategic Response or our Basic Agenda. In this regard, we seek your input as to whether we should continue, modify, or terminate these proposals. Second, we seek your input about new budgetary priorities for the system. We summarize the status of the key ongoing proposals in Attachment #1. As to new budget concepts, a form for your proposals will be posted on our web site (see address above) within the next two weeks.

To indicate how your input and recommendations will fit into the entire budget development process, we have attached the calendar for the development of the 2000-2001 budget (Attachment #2).

By providing a more direct opportunity to shape the system's budget package, we expect the system's budget requests will better reflect local and statewide needs. In

addition, we expect you to be more able support and advocate this package with your legislators and in the legislative arena.

We welcome your participation in the development of the 2000-2001 California Community Colleges proposed budget. Again, please remember that the time frame for this response is no later than April 30, 1999. If you need further information about the process or the budget, please contact Patrick Lenz, Vice Chancellor for Fiscal Policy, at (916) 445-2738.

cc: Board of Governors
Consultation Council

Attachment #1
Longer-Term/Ongoing Budget Requests

With respect to the following requests, we would appreciate your views as to whether these proposals should be continued, modified, or discontinued:

1. **Cost of Living (COLA):** Since 1989, the system has been requesting the COLA adjustment in accordance with the index specified in statute. During the last budget cycle and the current cycle (1999-2000), concern has been expressed by some organizations and districts that the statutory index is not a sufficient COLA. Last year, the Senate budget subcommittee proposed a general apportionment increase for the community colleges, but this recommendation was not accepted, and the Legislature instead chose to fund the Partnership for Excellence at $100 million.

2. **Growth (Access):** The system's 2005 Strategic Response calls for the system to restore a level of access to a participation rate of 73/1000, meaning the system would have to grow in FTES by 4% per year between 1996-97 and 2005-06. This 4% FTES increase has been requested each year, and during the last three cycles the system has grown by 4%, 3%, and 3%, respectively. As to the 1999-2000 budget, we are again seeking 4%.

A number of issues have come up as to formula for the distribution of growth funds, a matter within the regulatory control of the system. In particular, we will examine how the current formula operates in situations where districts are attempting to restore a greater level of access after a period of significant and sudden decline. In Consultation, we have formed a task force to review the growth formula and propose necessary modifications in time for the 2000-01 budget.

3. **Equalization:** The system has been proposing approximately $9 million per year to help bring all districts to a "greater percentage of standard" under the Program-Based funding formulas. The system is again seeking $9 million for 1999-2000. Some districts, organizations, and legislators do not believe $9 million is sufficient. In addition, a number of districts, organizations and legislators are concerned that the amount of funding per noncredit FTES is insufficient. In Consultation, we have formed a task force to review the equalization formula and the amount of the request (including the noncredit funding amount), and to propose necessary modifications in time for the 2000-01 budget.

4. **Partnership for Excellence:** The system requested and received $100 million for the Partnership for Excellence in 1998-99. The concept of the proposal--a seven year program--is to seek an additional $100 million each year, so that by 2005, the base budget of the colleges will be increased by $700 million. The Partnership for Excellence flows from the 2005 Strategic Response, which proposes that the State fund community colleges to within $1500 of the national average of revenues per FTES, in

return for the colleges delivering increased performance on the critical student outcomes that are part of their mission.

5. **Full-Time Faculty Needs:** During the previous few years, the system has been requesting $15 million per year for additional full-time faculty. None of these requests has been funded. For 1999-2000, the system is requesting $40 million. Because of growth funding and Board regulations regarding the full-time/part-time ratio, districts have added approximately 700 full-time faculty between the fall and 1997 and the fall of 1998. Through the use of Partnership for Excellence funds, districts have committed to hire approximately 425 additional full-time faculty by the fall of 1999. In addition, because of continued growth, districts will be required to hire an additional 450+ positions for the fall of 1999. Cumulatively, we estimate the system will achieve a net increase of about 1600 positions by fall of 1999. If the $40 million proposal is funded, this would enable the hiring of an additional 800 full-time faculty.

In Consultation, we have been discussing whether, for 2000-2001, the Full-Time Faculty Needs proposal should be expanded in terms of how the funds may be applied There is discussion that the funds should be usable not only to secure more full-time faculty, but also to enable districts to make progress on pro-rata pay for part-timers, to provide office hours and office space for part-timers, to provide health benefits for part-timers, and to make progress on goals for diversity.

6. **Other Ongoing Requests:** There are a number of items that have been requested each year, but the dollar amount of the augmentation request has varied. Included are the following:

- --Faculty and Staff Development--1999-2000 augmentation request is $15 million
- --Disabled Students--1999-2000 augmentation request is $10.1 million
- --Matriculation (credit and noncredit)--1999-2000 augmentation request is $12 million for credit, and $16 million for noncredit.
- --EOPS--funded significant increases in 1996-97, 1997-98; COLA and growth funded in 1998-99; and COLA and growth requested for 1999-2000
- --Telecommunications and Technology--funded significant requests in 1996-97, 1997-98, and 1998-99; requested $21 million for 1999-2000
- --Economic Development--funded significant increases for 1996-97, 1997-98, and 1998-99; requested $9.8 million for 1999-2000.
- --Fund for Student Success
- --Architectural barrier removal
- --Hazardous substance removal
- --Instructional equipment
- --Puente Project/Mesa Program Expansion

ATTACHMENT #2

CALIFORNIA COMMUNITY COLLEGES
2000-2001 BUDGET PROCESS

PROCESS PLAN	1999
Chancellor's letter sent to system requesting Concept Papers	February 26
Report to BOG on 2000-2001 BCP process	March 8-9
System Concept Papers due	April 30
BCP Task Force to meet on development of 2000-2001 CCC system budget recommendations	April 16 thru July 30
BOG and CCCT Discuss System Budget Priorities	May 6
Agency Concept Papers due	May 7
Initial report to BOG on system concept papers	May 10-11
BCP Task Force completes review of agency concepts	June 18
Recommendations of Concept Papers submitted to Board of Governors as BCP requests	July 12-13
All proposed BCPs due for technical review by Chancellor's Office	July 30
Proposed 2000-2001 BCPs approved by Board of Governors	September 13-14
Final BCPs submitted to the Department of Finance	September 16
Chancellor's Office meets with Department of Finance on BCPs	September/October

008-2/22/99

THE
ACADEMIC
SENATE

For California Community Colleges

March 23, 1998

Dear Colleague,

This year a new process is being initiated to develop the FY 1999 – 2000 system budget requests for presentation to the Governor in September 1998 (facility requests will continue to be handled, with existing procedures). The goal of the revised process is to involve local districts (students, staff, faculty and governing boards) in the system budget development process at an earlier stage with the expectation the budget request will be more reflective of local needs and state goals.

During the months of April and May we urge local governing boards, working with their chief executive officer and staff, faculty and students to consider past system budget requests (see enclosed), state system needs and the needs of the students and residents served by your respective districts and colleges; and to develop a district response related to expanding, limiting or deleting individual budget proposals, prioritizing from among those proposed in the past, and proposing new initiatives and concepts for funding.

We request that each district develop, to the extent possible, a consensus position on each of the responses requested above. This consensus should be developed through your local consulting process, adopted by each governing board, and communicated to the Chancellor by June 1. These responses will then be used within the system consultation process to develop the system budget recommendations to be presented to the Board of Governors in July.

Of course, each of our organizations which represent governing boards, chief executive officers, local academic senates, students and others will receive local constituent group responses as well and continue to work on the development of the system budget proposal.

The funds provided for the operation of our system reflect a trust in us by the residents of this state to carry out our mission. By working together, we can better assure that those funds are wisely used. It is our hope that the more inclusive process detailed herein will enable that cooperation and result in more effective use of those funds.

Action requested
Prepare a District response related to ideas for the FY 1999 – 2000 system budget and communicate that response to the Chancellor by June 1, 1998

Sincerely,

Richard Tanaka	Jan Kehoe	Bill Scroggins	Sandi Sawa
President	President	President	President
CCCT	CEOCCC	Academic Senate	Student Senate

... 300 · Sacramento, California 95814 · (916) 445-4753 · FAX (916) 323-9867

CALIFORNIA COMMUNITY COLLEGES
1998-99 BUDGET

On-Going Support	1998-99 Board of Governor's Requested Budget	1998-99 Governor's Proposed Budget
General Fund Apportionment		
Growth (4%)	$ 129,931,000	$ 95,400,000 *(3%)*
COLA (3%)	94,610,000	72,700,000 *(2.22%)*
Equalization	8,939,000	
Partnership for Excellence	100,000,000	50,000,000
Telecommunication & Technology Infrastructure	31,178,000	10,000,000
Economic Development Program	10,000,000	
Instructional Equipment/Library Materials and Technology	10,000,000	
Scheduled Maintenance & Special Repairs/Physical Facilities	11,000,000	
Disabled Student Programs & Services	13,800,000	
Matriculation Program Augmentation		
(Credit)	12,000,000	
(Non-Credit)	12,100,000	
Transfer & Articulation	1,725,000	835,000
Puente Program College and High School Expansion	1,000,000	
Foster Care Education Program	2,000,000	1,900,000
COCCC Nurse Assistant Training & Assessment Program	*N/A*	*Approved*
Worksite-Based Learning in Emerging Growth Industries	1,800,000	
California Virtual University - Program Development Centers	2,900,000	3,900,000
New Faculty Needs	15,000,000	
Community College Noncredit Instruction	11,000,000	
Management Information System	3,384,000	
Total	$ 472,367,000	$ 233,735,000

· Approved requested budget authorization.

CALIFORNIA COMMUNITY COLLEGES
1997-98 BUDGET
(On-Going Support)

	1997-98 Board of Governors Budget	Governors Budget*	1997-98** Final Budget Action
COLA	$ 89.7	$ 90.0	$ 90.0
Growth	92.3	89.2	89.2
Equalization	8.6	-0-	8.6
Instructional Equipment	70.0	43.8	44.0
New Faculty Needs	15.0	-0-	-0-
Accountability	4.7	-0-	-0-
Scheduled Maintenance	11.3	-0-	-0-
Telecommunications	14.0	19.0	18.0
Faculty & Staff Dev.	10.0	-0-	-0-
SB 450 CAN	1.9	-0-	-0-
Student Success	20.0	9.0	9.0
Global Education	2.0	-0-	-0-
Health Services Fees	6.5	-0-	-0-
Part-Time Fac. Health Ins.	.5	.5	.5
Student Senate	.2	-0-	-0-
Chancellor's Office	1.5	-0-	.6
Information System	3.5	-0-	-0-
Economic Development	-0-	15.0	20.0
Welfare Reform	-0-	63.2	65.0
Part-Time Faculty Hours	-0-	-0-	2.0
Matriculation/Noncredit	-0-	-0-	10.0
CARE	-0-	-0-	2.0
EOPS	-0-	-0-	1.0
DSPS	-0-	-0-	3.7
Total	$351.7	$329.7	$363.6

* *Including May Revision*
** *Including budget vetoes and final legislative actions.*

CALIFORNIA COMMUNITY COLLEGES
1999-2000 BUDGET CONCEPT PAPER

Title of Proposal: _____

Summary of Proposal:

Budget Impact:

Proposed Solution:

Consequences of Not Implementing Your Proposal:

Fiscal Detail of Proposal (If Possible)

922-3/19/98

Draft 4/16/99 2:38 PM

CITY COLLEGE OF SAN FRANCISCO

FY2000-2001
Legislative and Budgetary Proposal to the System

Title of Proposal #1
Full Funding for Noncredit
Problem Statement
Noncredit is underfunded. There is little to no ability to hire full-time faculty, counselors, and librarians. Faculty have little or no access to offices to prepare materials or meet with students. There are no program-based funding standards for instructional or student support and therefore no revenue received by districts to allocate for these functions. Any allocations must come out of the instructional funds. Class sizes are too large for maximum learning efficiency. Noncredit students are the most disadvantaged of all adult students, but have no access to educational services widely accepted to be necessary for students to succeed.
Proposed Solution
Establish institutional standards for the delivery of noncredit courses and programs.
Fund the standards over a period of three years.
Code Sections Affected

Fiscal Impact of Proposal

Title of Proposal #2
Deficit Reduction
Problem Statement
Community Colleges received no COLA for four years from xxx to xxx, however, the costs of maintaining the same level of instruction and services continued to increase. Therefore many programs have either cut preexisting services, reduced the quality of services, or

In addition, x dollars were never backfilled because of the property tax back fill.
Proposed Solution
Back fill the COLA owed to the Community Colleges
Automatically fund the state COLA
Automatically backfill any property tax shortfall
Code Sections Affected
Fiscal Impact of Proposal

Title of Proposal #3
Unfunded Workload
Problem Statement
While the community colleges have grown xx% over the last xx years, there has been no increase in the funding of several programs based on increased need.
For example student headcount has increased x%, but funding for credit and noncredit matriculation has not increased accordingly.

The number of faculty employed in the community college system has increased by x% since the initiation of the faculty and staff development fund, yet there has been no increase to train these additional faculty.

Proposed Solution
Code Sections Affected

Fiscal Impact of Proposal

Title of Proposal #4
Faculty and Staff Development
Problem Statement
There has only been $10 million directed towards the training needs of full-time faculty and staff since the implementation of Community College Reform Legislation. The field of teaching and learning is changing, as are all of the disciplines within the college. The public is demanding ever more accountability from the faculty in terms of the quality of their teaching and the quality of the information being taught. While there have been no funds to hire new faculty, there have been few funds to keep existing faculty current in their disciplines. It is not sufficient for faculty and staff to only go to their discipline-based conferences once a decade (?) if public expectations are to be met.
Proposed Solution
Increase the funding level for Faculty and Staff Development for all disciplines.
Code Sections Affected
Fiscal Impact of Proposal

Title of Proposal #5
Noncredit Faculty Become Faculty
Problem Statement
Noncredit teaching faculty are the last group of instructors in the community college system to be excluded from the definition of faculty in state code and regulations. Noncredit courses and programs are included in the Partnership for Excellence Program, and therefore need to have stability in the faculty ranks to ensure and improve curriculum standards, articulation, student access to faculty, and many other factors affecting the quality of the noncredit educational program.
Proposed Solution
Change Education Code and Title V
Code Sections Affected
Fiscal Impact of Proposal
$0

Title of Proposal #6
Health Fee Waiver Backfill
Problem Statement
Economically disadvantaged students are often the students most in need of health care services. Currently the health care fee is waived for these students requiring districts to absorb the full cost of providing health care to these students. Therefore districts with the highest percentage of economically disadvantaged students are often providing the highest level of health services to their students and incurring the greatest costs.
Proposed Solution
Backfill the health services fee.
Code Sections Affected
Fiscal Impact of Proposal

Title of Proposal #7
Year round education.
Problem Statement
Although many students are available to go to school year round, currently districts do not provide full offerings during the summer. If full programs were to be provided on a trimester or four-quarter basis there would be better usage of educational infrastructure and better services to students.

Proposed Solution
Funds should be provided for start up and additional costs for 5 pilot districts.
Code Sections Affected
Fiscal Impact of Proposal

Title of Proposal #8
Full time faculty
Problem Statement
There has been no dollars directed towards the hiring of full time faculty since 1991, therefore the number of part-time faculty has doubled. Accountability has become an increasingly important aspect of education. There is little ability to hold institutions accountable if the majority of their workforce is hired every semester.
Proposed Solution
Fund full-time faculty until all districts are at 75%.
Code Sections Affected
Fiscal Impact of Proposal

Title of Proposal #9
Class size reduction
Problem Statement
Although a goal standard was adopted in 1989 that the average class size in the California Community Colleges should not exceed 15 to 1. While equalization districts have been receiving money because of high class size, no districts have received funds to cover the cost of reduced class size. This should reduce class repetitions, the number of dropouts and improve the efficiency and quality of overall student learning.
Proposed Solution
Code Sections Affected
Fiscal Impact of Proposal

Title of Proposal #10
District Cost Differential
Problem Statement
Urban districts have a tougher time educating their students for many reasons. First, the urban environment in California is one of great diversity, and while this is an incredibly enriching environment, diversity also brings a breadth of complexity to the educational environment that requires increased effort on all educational systems to bring all students, regardless of cultural, educational, economic, social, or linguistic background to the same level and the same standard. Just looking at the Partnership for Excellence data clearly documents some of the difficulties associated with educating the urban community college student.

Furthermore, the operating environment of an urban district is more costly because of land values, labor costs, density issues, and simply the cost of living in an urban environment. In addition, urban campuses tend to be older and thus require modernization in many arenas including technology and facilities. The disparity of operating costs between an urban environment versus a suburban or rural environment has never been addressed. There has long been standing inequity that we can not expect the students to continue to suffer.
Proposed Solution
Growth cannot be the main driver of access to the community college system. Access must also include an equity plan. There should be a funding stream established to begin to level the playing field.
Code Sections Affected
Fiscal Impact of Proposal

Title of Proposal #11
Credit and Noncredit Matriculation
Problem Statement
Credit and noncredit matriculation has never been fully funded. Yet the student population has continued to increase and the community colleges are being asked to be more accountable about correctly placing a student and about the time it takes for a student to get through their education
Proposed Solution
Fully fund both noncredit and credit matriculation
Code Sections Affected
Fiscal Impact of Proposal

Title of Proposal #12
Workforce/CalWORKS
Problem Statement
There are a breadth of issues surrounding the development of a statewide workforce system and meeting the requirement of the federal TANF and state CalWORKS programs. The community colleges should be the lead and maintain curricular control and accountability while providing for local flexibility to meet individual district and student needs related to workforce development.

An important component of the education and training provided by CCSF to its students is the ability to get work-study and actual work experience.
Proposed Solution
The state and federal governments need to provide more resources for the matching portion of the work study grants.
The state and federal governments need to provide more resources to increase the wage rate of the student workers.
There needs to be more flexibility to the eligibility requirements of students in their last six months of training.
Code Sections Affected
Fiscal Impact of Proposal

Title of Proposal #13
Extend part-time Office Hour to faculty that only teach one hour.
Problem Statement
Access to an instructor by a student should not be defined by the number of hours an instructor teaches, but by student needs.
Proposed Solution
Change definition in the part-time office hour fund.
Increase the level of funding in the account.
Code Sections Affected
Fiscal Impact of Proposal

Title of Proposal #14
Provide health benefits for all part-time faculty.
Problem Statement
Change current incentive fund so that faculty do not have to teach in two or more districts for the district to be eligible for a reimbursement.
Increase the funding in the current line item.
Proposed Solution
Code Sections Affected

Fiscal Impact of Proposal

Title of Proposal #15
Partnership for Excellence
Problem Statement
The community colleges are underfunded when compared to the national norm. In order to move towards the national average, the California Community Colleges are willing to enter into an agreement with the state to improve their performance. Improving the performance of community college students is a complex, long-term process. In order for the colleges to be successful there must be a two-way compact with the state, whereby the local districts can engage in long-term planning, and the state guarantees the future source of funding increases, as well as providing for a guaranteed base.
Proposed Solution
Continue to provide $100 million per year increase, plus a COLA and a growth factor.
Code Sections Affected
Fiscal Impact of Proposal

Title of Proposal #16
Instructional Equipment
Problem Statement
While technology continues to change and expand into new areas, the student body continues to grow and new curricular needs develop. However, districts cannot continue to provide a one-to-one match for equipment dollars since the only source of those dollars is out of the direct services and programs provided to students.
Proposed Solution
Change the requirements of the instructional equipment line item so that a one-to-one match is no longer required.
Code Sections Affected
Fiscal Impact of Proposal

Title of Proposal #17
Scheduled Maintenance
Problem Statement
Community college facilities continue to fall into disrepair. Scheduled maintenance must continue to be provided and expanded if we are to keep our facilities safe and healthy. There is little money for new construction to meet the anticipated increase in demands for educational services, thus we must maintain our current facilities.

However, once again the matching requirement comes out of the services and programs provided directly to students.
Proposed Solution
At a minimum the current 1:1 match must be reduced to a 2:1 match.
Code Sections Affected
Fiscal Impact of Proposal

Title of Proposal #18
COLA
Problem Statement
All college costs increase annually and therefore a COLA must become automatic in the state budgeting process for all community college programs if existing programs are not to erode.
Proposed Solution

Make the COLA automatic for all programs.
Code Sections Affected
Fiscal Impact of Proposal

Title of Proposal #19
Disabled Students
Problem Statement
The number of Disabled Students the community colleges are serving is increasing and so are the costs associated with increasing this population, however, per student allocations for this program have decreased.
Proposed Solution
Increase the allocation for the Disabled Students program
Code Sections Affected
Fiscal Impact of Proposal

Title of Proposal #20
Technology
Problem Statement
The costs and needs associated with technology continue to increase and expand. Not only are technology expenses associated with hardware, but software and peopleware are also increasing substantially. The community colleges are the most flexible of the higher education systems in California and thus will be the system where innovations in technology will be used to serve the greatest number of California adults.
Proposed Solution
Technology-related funding for the most part has been restricted to the hardware aspect of technology. To make the community colleges technologically functional, the technology fund must be increased and expenditures for all aspects of the infrastructure need to be allowable.
Code Sections Affected
Fiscal Impact of Proposal

Title of Proposal #21
Innovative Projects
Problem Statement
There are some projects that do not fit into the predetermined funding slots. There must be some flexibility allowed in the systems budget to allow for innovative, effective and efficient ideas to be explored and implemented.
Proposed Solution
Provide an innovation fund that would allow for unique partnerships, such as public/private partnerships in the development of new facilities.
Code Sections Affected
Fiscal Impact of Proposal

Title of Proposal #22
Change noncredit attendance accounting procedures to census based
Problem Statement
Currently noncredit programs are not paid for all enrolled students although the operating costs are incurred on all enrolled students.
Proposed Solution
Change to either a daily or a weekly census.
Code Sections Affected
Fiscal Impact of Proposal

Title of Proposal #23
Prorata pay for part-time faculty
Problem Statement
Partnership for excellence is holding the whole institution accountable for student performance regardless of the status of the faculty doing the instruction. For students to succeed, the faculty need to fully participate in all aspects of curriculum development, staff development, program coordination, and all other related professional and academic matters. It is unrealistic to expect part-time faculty to do the same work as full-time faculty without receiving comparable compensation.
Proposed Solution
Providing 100% prorata pay for faculty is the optimal solution. To move to the end, this proposal would provide an incentive fund for all districts to move above 70% prorata threshold. Districts would be reimbursed the full salary costs of every percentage point districts are above 70%.

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

P1

DATE: April 29, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: **Policy Manual Notice Of Intention To Amend The San Francisco Community College DistrictPolicy Manual Section 2.02- Administrative and Organizational Structure of the San Francisco Community College District (Resolution No. 990429-P1)**

BACKGROUND INFORMATION:

The Chancellor, immediately upon assuming his duties in the District, began a review of the administrative structure. The focus of such review and any resulting recommendation for re-organization is how best to serve the District's students. The Chancellor has reviewed the plan with the various campus constituency groups regarding the creation of a new Vice Chancellor For Student Development with a corresponding abolishment of the current Executive Vice Chancellor position. The proposed reorganization would assign student services activities, currently under the supervision of the Provost and Executive Vice Chancellor, to the new Vice Chancellor For Student Development. The title of Provost would change to Vice Chancellor For Academic Affairs, and the title of Chief Operating Officer would correspondingly change to Vice Chancellor of Finance and Administration. Peter Goldstein would continue to function as the College's Chief Operating Officer, and this would be reflected in his job description. This new title would be more organizationally consistent. He will also serve as the Acting Chancellor in the absence of the Chancellor, in accordance with Board policy.

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San Francisco Community College District Policy Manual Section 1.05 D reads in part as follows: Adoption of Policies. Any policy may be adopted by the Board, be amended or repealed by an affirmative vote of four members at any meeting, providing notice of said intended action has been given at a previous meeting. . .

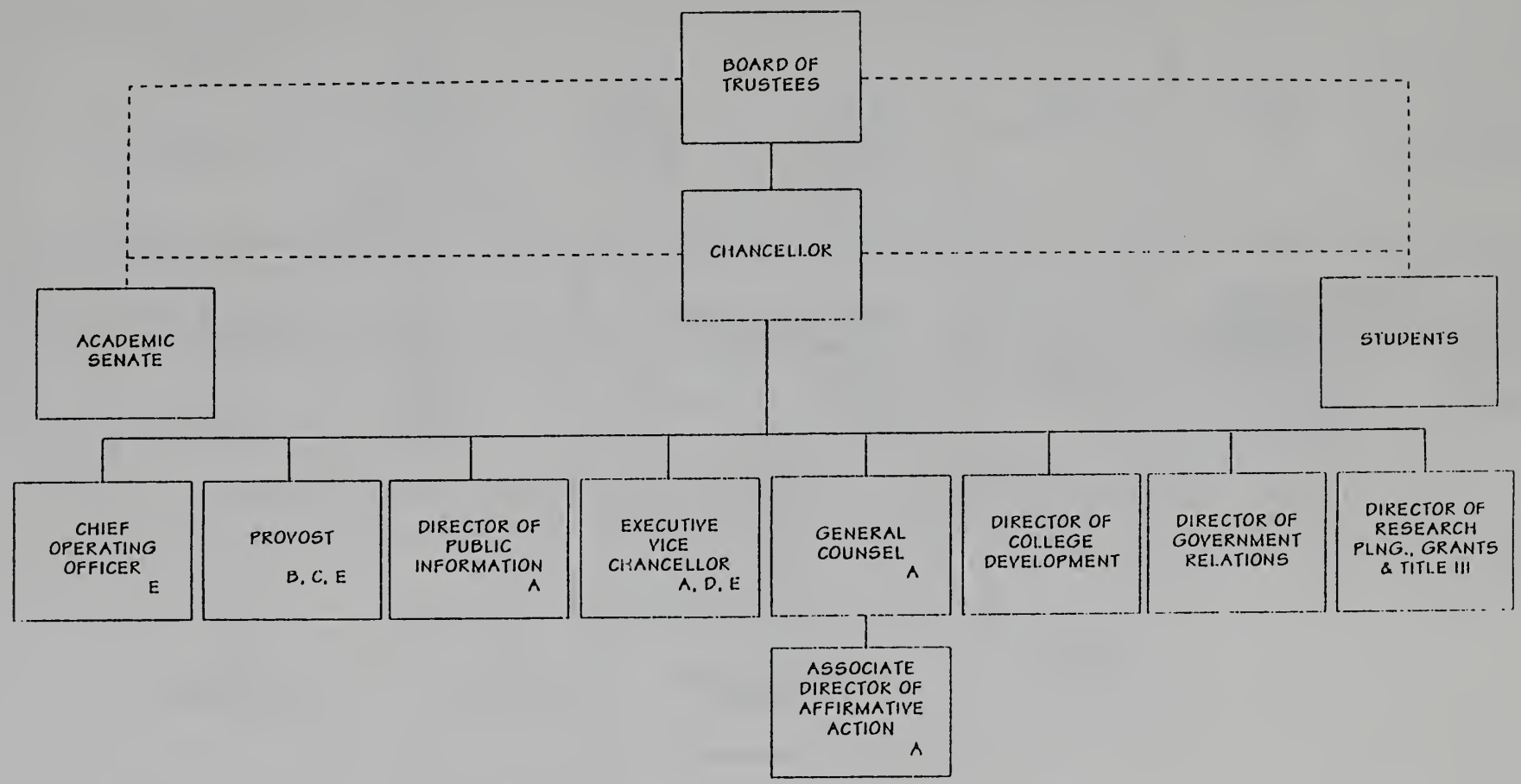
RECOMMENDATION:

RESOLVED: That notice is hereby given that the following proposed amendments to the San Francisco Community College District Policy Manual Section 2.02 - Administrative and Organizational Structure of the San Francisco Community College District (and/or revisions to such amendments as directed by the Board) shall be acted upon at the next meeting of the Board of Trustees on May 27, 1999, with such changes to be effective July 1, 1999. (NOTE: The current organizational structure affected is labeled Appendix A. The proposed structure affected is labeled Appendix B.)

Ronald Lee, Originator

04/29/99 - P1 page 2

ORGANIZATIONAL CHART FOR OFFICE OF THE CHANCELLOR



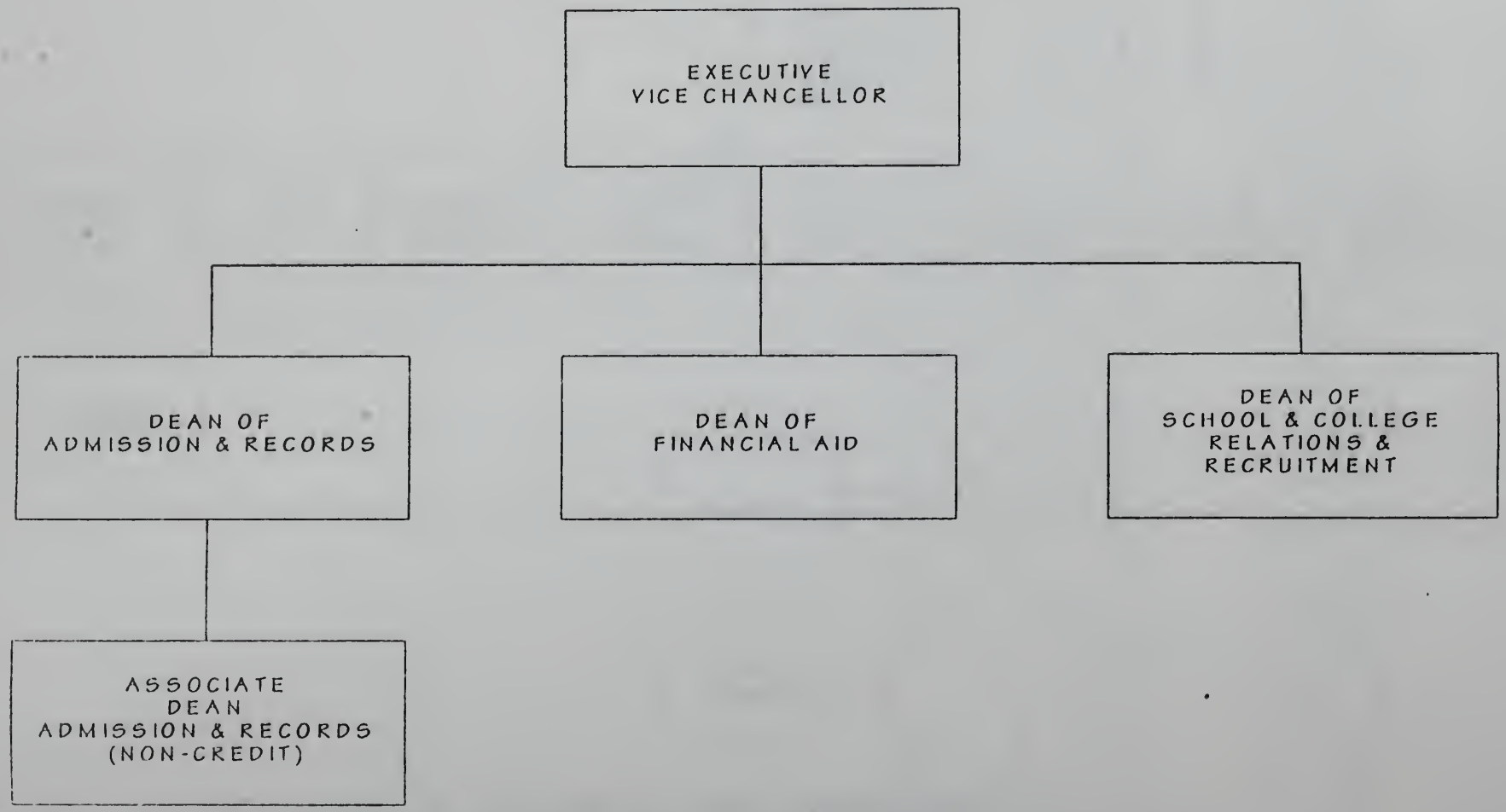
A. EXEMPT POSITION
B. REPORTS DIRECTLY TO THE CHANCELLOR ON POLICIES RELATED TO CURRICULUM, INSTRUCTION AND STUDENT SERVICES
C. REPORTS TO THE CHIEF OPERATING OFFICER ON FISCAL AND OPERATIONAL SUPPORT
D. CHANCELLOR'S EXECUTIVE ASSISTANT
E. SEE SEPARATE ORGANIZATIONAL CHART

HR - APR 8, 97 CHANCLLR DOC

APPENDIX "A"

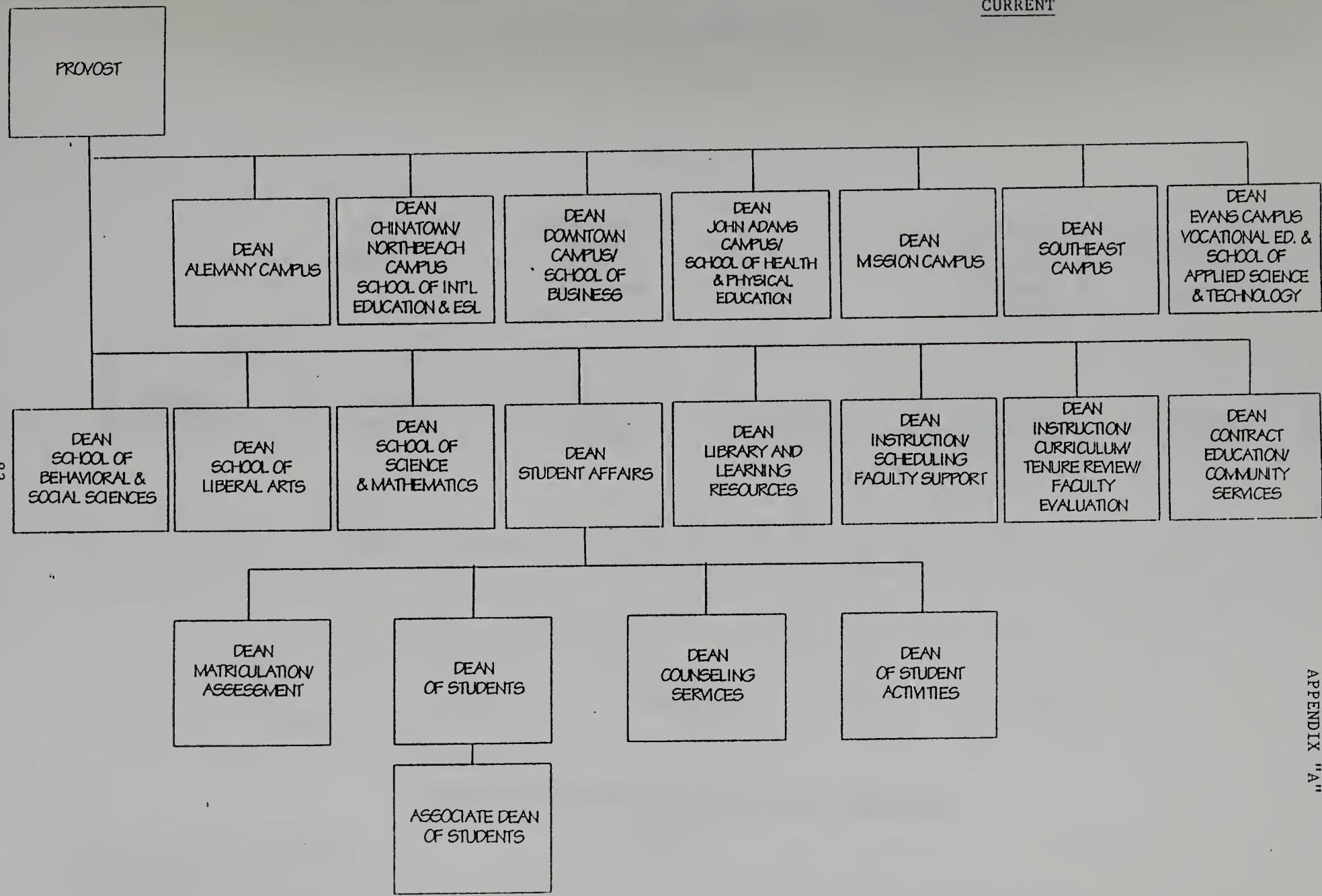
CURRENT

OFFICE OF THE EXECUTIVE VICE CHANCELLOR



OFFICE OF THE PROVOST

CURRENT



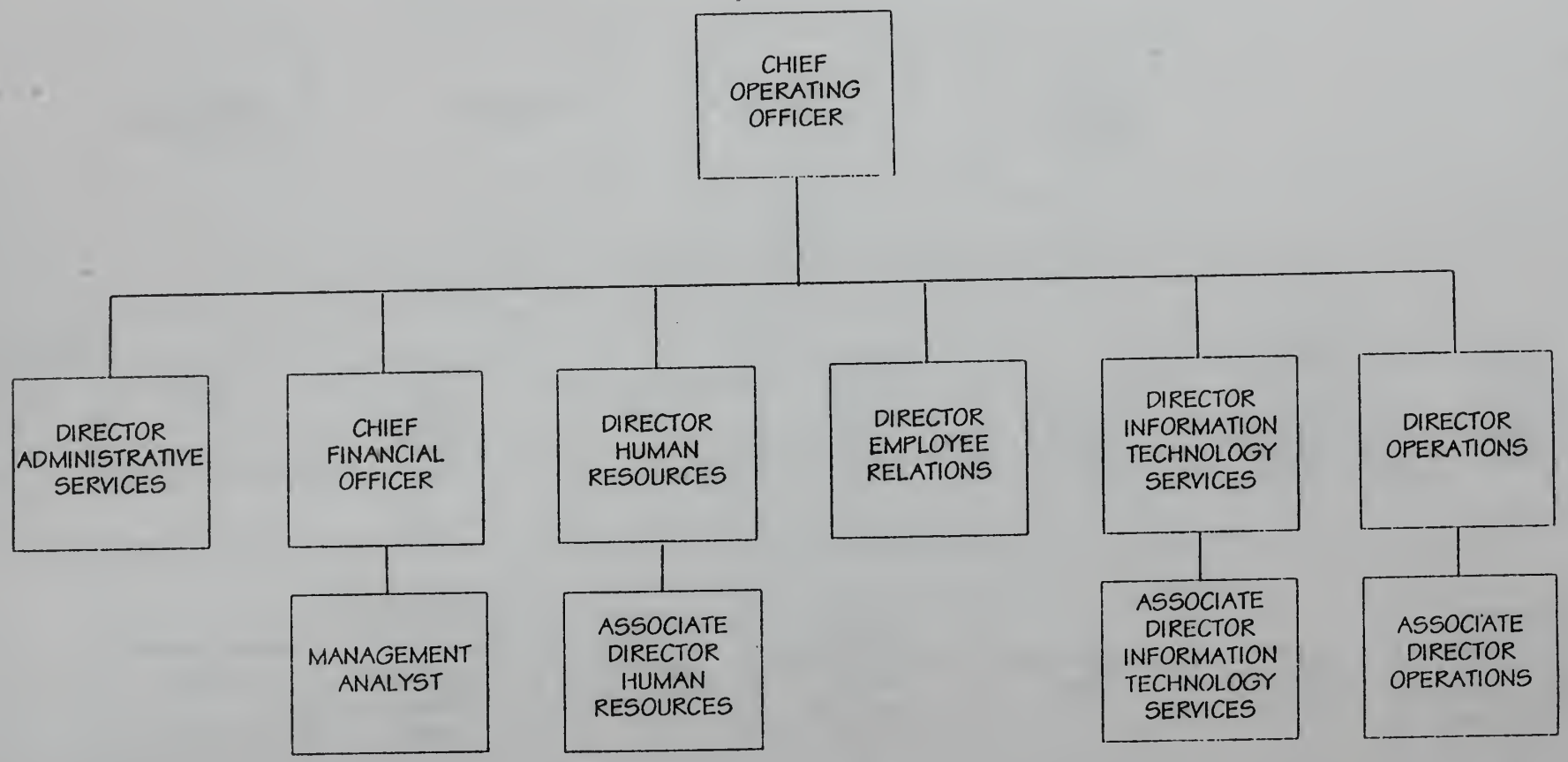
APPENDIX "A"

Resolution 980528-P1

HR JUL 1, 98 PROVOST2.DOC

CURRENT

OFFICE OF CHIEF OPERATING OFFICER



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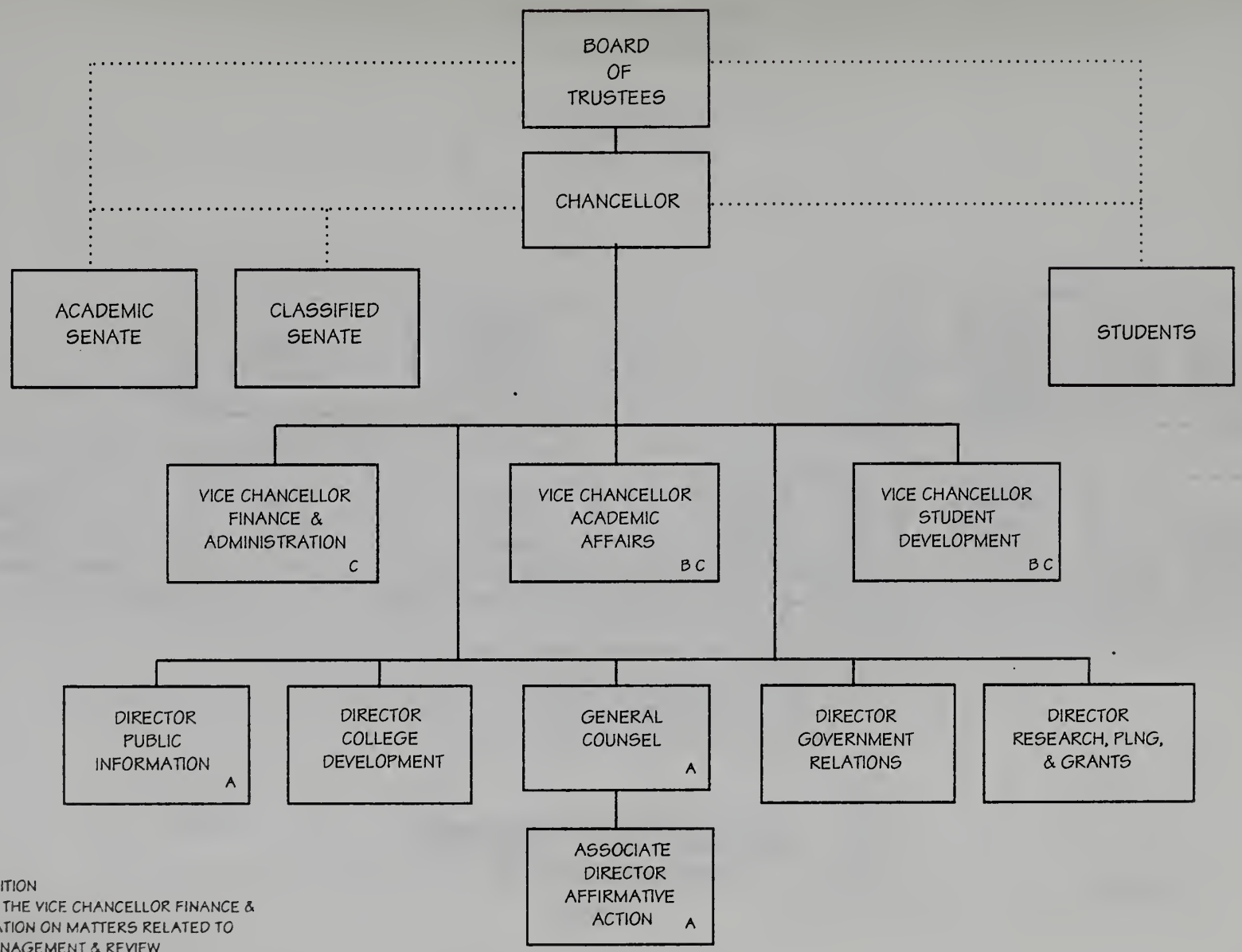
OFFICE OF THE CHANCELLOR

PROPOSED

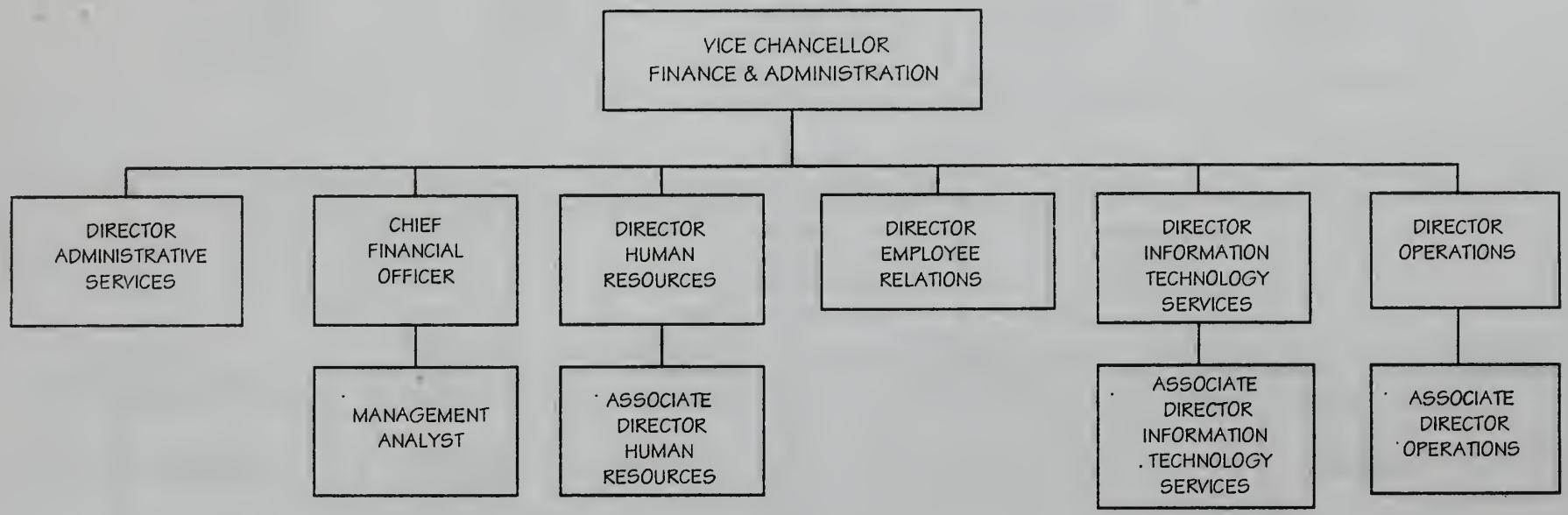


A. EXEMPT POSITION
B. REPORTS TO THE VICE CHANCELLOR FINANCE & ADMINISTRATION ON MATTERS RELATED TO BUDGET MANAGEMENT & REVIEW
C. SEE SEPARATE ORGANIZATIONAL CHART

APPENDIX "B"

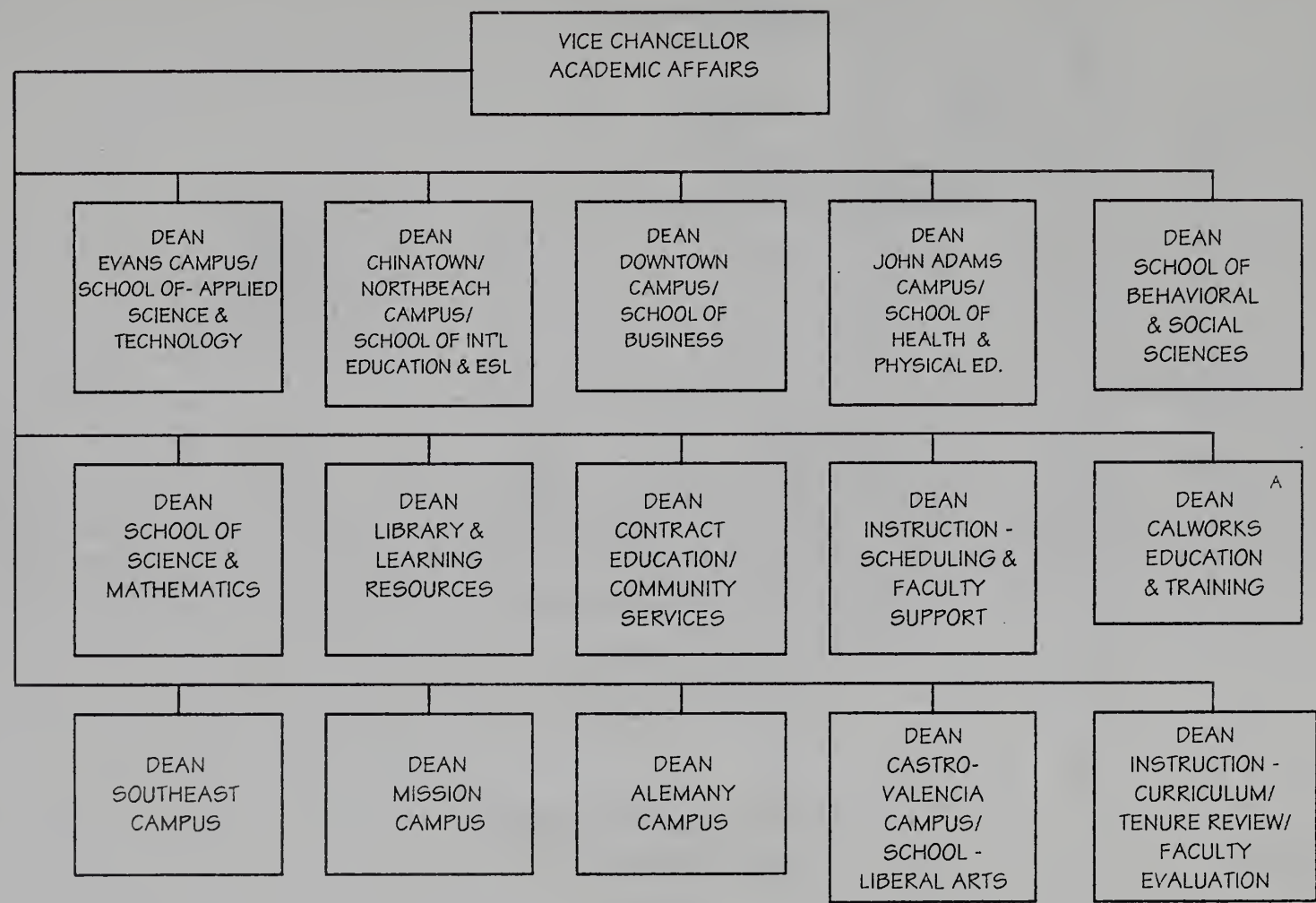
PROPOSED

OFFICE
VICE CHANCELLOR
FINANCE & ADMINISTRATION



OFFICE
VICE CHANCELLOR
ACADEMIC AFFAIRS

PROPOSED

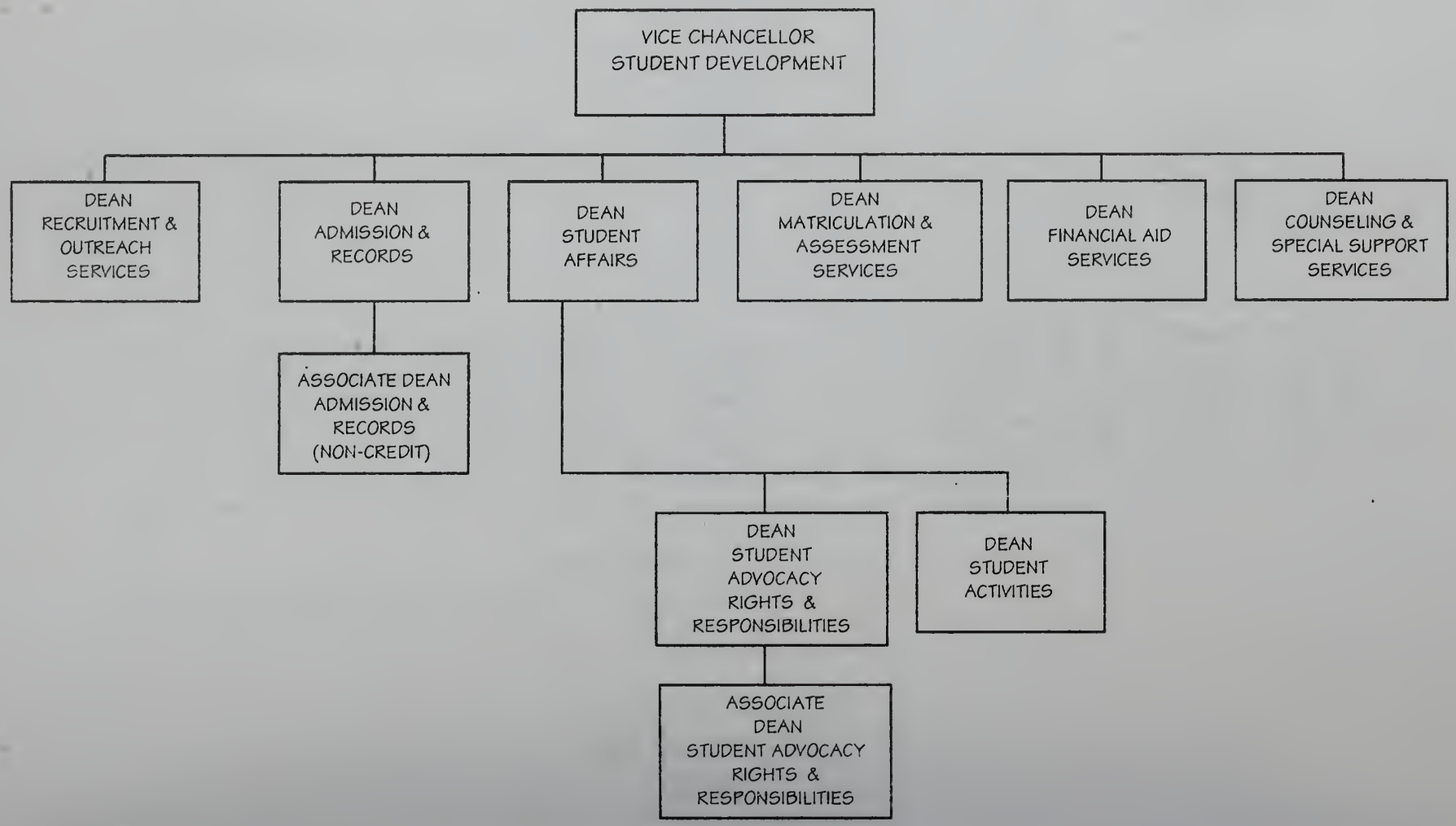


A. EXEMPT POSITION

APPENDIX "B"

OFFICE
VICE CHANCELLOR
STUDENT DEVELOPMENT

PROPOSED



FOR INFORMATION ONLY

Honorable Board of Trustees of the
San Francisco Community City College District

Subject: Report on contracts under $50,000, Office of Contract Education, City College of San Francisco, April 1999.

This report is for information only on contracts that the Office of Contract Education negotiated or amended under $50,000 for the month of April 1999.

- San Francisco Works WICS Cycle II Training (SFW-3) - Contract total $38,870, term April 1, 1999 to August 31, 1999, for basic skills assessment and computer training.

- San Francisco Works LEAP Cycle II Training (SFW-4) - Contract total $41,360, term April 1, 1999 to October 29, 1999, for basic skills assessment and computer training.

CITY COLLEGE OF SAN FRANCISCO

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INFORMATION REPORT
NO ACTION NECESSARY

DATE: **04/29/99**

TO: **Board of Trustees**

FROM: **Dr. Philip R. Day, Jr., Chancellor**

Subject: **Chancellor's Report - Academic Employees Acceptance of Resignation and/or Resignation with the Intent to Retire (990429 - RPT)**

The following academic employees have submitted, and the Chancellor has accepted, their resignations pursuant to Governing Board Resolution No. 910228-S7.

Resignation from the District Service

NAME	STATUS	DEPARTMENT	CAMPUS	EFFECTIVE COB DATE
Butler, Marlene	Full-Time	Transitional Studies	JAD	05/28/99
Polos, Pamela	Full-Time	ESL	Phelan	05/28/99
Thompson, Clare	Full-Time	ESL	Phelan	05/28/99
Tumminia, Joanne	Part-Time	Foreign Language	Phelan	05/26/99

Nick Hovland, Originator

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Addition 04/23/99

S4

DATE: April 29, 1999

SUBJECT: Special
Supporting Passage of the Hate Crimes Prevention Act
Resolution No. 990429 - S4

BACKGROUND INFORMATION:

The San Francisco Community College District has long prohibited discrimination affecting employment and educational opportunities on many bases as described in established District policies. These bases include, but are not limited to, sexual orientation, gender, and disability. Additionally, the Board itself enacted a series of resolutions directing that resources be utilized for workshops to prevent sexual harassment and discriminatory behavior against persons in the District based on disability, race, gender, sexual orientation or homophobia.

Hate crime incidents in the United States are distressingly high. In 1997, over 8,000 hate crime incidents were reported. The animosity and hatred directed at persons with different sexual orientations are especially alarming, as evidenced by the recent murder of Matthew Shepard in Wyoming, as well as the selective defacing of the mural at the City College Student Union. Matthew Shepard was gay. The mural scene defaced depicted a lesbian couple kissing.

Current federal law permits federal prosecution of a hate crime only if the crime was motivated by bias based on religion, national origin, or race. The Hate Crimes Prevention Act (HCPA), HR 3081 and S 1529 would amend the law to include bias based on real or perceived sexual orientation, gender or disability. Such hate crimes could then be investigated and prosecuted by the federal government.

DOCUMENTS DEPT.

APR 26 1999

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RECOMMENDATION:

RESOLVED: That the Board of Trustees of the San Francisco Community College hereby declares its support for the passage of the Hate Crimes Prevention Act which will add sexual orientation, gender and disability to the current categories of bias, thereby permitting federal investigation and prosecution of crimes motivated by such bias as Hate Crimes.

AND FURTHER BE IT RESOLVED: That a copy of this resolution be forwarded to the President of the United States, Senators and Members of the House of Representatives representing California, and other appropriate governmental leaders.

President Lawrence Wong, Originator
Trustee James Haskell Mayo II, Originator
Trustee Rodel Rodis, Originator

CHANCELLOR'S

REPORT

DOCUMENTS DEPT.

APR 26 1999

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- Monthly Report - April
- California State Senate Budget Hearing
- Federal Issues Update
- Monthly Financial Report

Chancellor's

Monthly Report

April

CITY COLLEGE OF SAN FRANCISCO

OFFICE OF THE CHANCELLOR

50 PHELAN AVENUE • BOX E200 • SAN FRANCISCO, CA 94112 • 415. 239 3303 • FAX 415. 239 3918

MEMORANDUM

DATE: April 19, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr.
Chancellor

SUBJECT: Chancellor's Monthly Report

I've provided to you background information on a number of issues that I have been working on this past month, including legislative matters and matters of local concern, i.e., Living Wage Issue. Included in this month's Chancellor's Report is an update on the status of our current capital outlay issues with the State Legislature and background information regarding the new Budget and Legislative Agenda/Issue Development process that has been initiated by the Chancellor's Office. The latter includes our initial/preliminary suggestions for same.

Additionally, I've spent a considerable amount of time internally consulting with a variety of constituency groups on the proposed reorganization, the Enhanced Self-study, and our new planning and budgeting system which we are implementing on a pilot basis. In terms of the latter issue, all of the major cost center administrative areas have developed draft unit plans for the FY 1999-2000 academic year, and a budget request that they would like to make which addresses their current status and future initiatives. The basis for developing these plans is the Board of Trustees' approved (January, 1999) Annual Planning Objectives for 1999-2000. I have hosted a series of workshops and sessions to provide cost center administrators with an orientation to the new approach to budget and planning. James Kendrix, Dr. Denton Crews, and Dr. Bob Gabriner have been providing invaluable assistance in this regard.

I'm attaching two documents that relate to this issue. First, a copy of my "budget direction" memo that was distributed to all cost center administrators which set the stage and define the parameters for our new budget development process. Secondly, and in an effort to provide you with an early "peek" at the budget numbers that are being discussed at this stage of our process, I am giving you a copy of a document entitled the **"1999-2000 Requested Budget, Planning and Budgeting Council, April 16, 1999".** It contains the total requests of all of the cost-center administrators "rolled-up" within the

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major cost centers associated with the Chancellor's, Chief Operating Officer's, Executive Vice-Chancellor's and Provost's areas of responsibility. You can see these request in relation to the areas' 1998-99 base. Also, on page 1 of the document, please note the reference to Scenario 1 and Scenario 2. These relate to assumptions and possible scenarios (worst case and better case) that might unfold which impact on potential revenues and expenditures. Clearly, the legislative process needs to unfold before we can reach a definitive bottom-line but we can move ahead from a planning perspective and start reviewing the budget requests within this framework.

I wanted to provide you this information now so you can get a sense of our current status and challenges. It would be my intent to use the month of May and June to provide a more in-depth executive briefing to the Board on the budget for 1999-2000.

In fact, we may want to be thinking now of a "special" workshop/meeting" day in May so that we can devote sufficient time for consideration and review of the preliminary budget for 1999-2000. I'll work with the Board President and the Board to explore possible dates. I'd like to offer the following tentative options:

Option A:	Tuesday, May 25, 1999	5:00 - 7:00 p.m.
Option B:	Thursday, May 27, 1999	2:00 - 4:00 p.m.
	(day of currently scheduled Board Meeting)	
Option C:	Wednesday, May 26, 1999	4:30 - 6:30 p.m.

Please review your schedules as to your availability on any of these dates/times.

Beyond the above, the other activities that I've been involved with this past month are reflected below:

1) Met with representatives of Swords to Plowshares to discuss the issue of an education/training partnership in their housing project located in the Presidio.

2) Met with representatives of the "Friends of the Colombo Building" to discuss recent developments and matters related to the new Chinatown/North Beach Campus.

3) Met with Dale Shimasaki to review current status of our legislative agenda and projects.

4) Attended (with spouse) the Annual Dinner Meeting of the San Francisco Council of District Merchants.

5) Met with Supervisor Gavin Newsom to discuss new Chinatown/North Beach campus, living wage, and other matters of concern.

6) Met with representatives of the Classified Senate to discuss legislative issues, campus plans, and reorganization.

7) Attended the meeting of the Board of Directors of the American Association of Community Colleges and the Joint Federal Relations Commission meeting.

8) Hosted meeting with representatives of campus governance groups to discuss revised RFP process for Press Box Project.

9) Had meeting with representatives of International Students' Association to discuss future plans and considerations.

10) Met with representatives of our current Title III project to review their plans and project.

11) Met with representatives of AFT 2121 to discuss current issues.

12) Met with representatives of West of Twin Peaks Central Council to review developments with Balboa Reservoir, the Phelan Loop, and Ocean Avenue.

13) Met with representatives of the Student Financial Aid Task Force to review current issues and tour new financial aid office facilities in Conlan Hall.

14) Attended meeting with City College's Career Connection Task Force at Evans Campus.

15) Attended meeting of the Board of Directors of the Private Industry Council of San Francisco.

16) Met with Mayor Brown to review current issues and brief him on matters of concern to City College.

17) Gave welcoming remarks to City College's Annual Career Fair.

18) Attended Capital Outlay legislative hearing in Sacramento and testified on City College's project for the Mission Campus.

19) Met with representatives of the Latino Issues Forum to discuss City College's diversity status.

20) Hosted meeting of the College Council.

21) Met with representatives of the Small Business Administration to discuss a proposed City College Partnership.

22) Hosted meeting of Planning and Budgeting Council to review plans for upcoming meeting on April 30th and to discuss current status of budget requests for the FY 1999-2000 year.

23) Attended and delivered remarks on the "Changing Role of Higher Education" at the San Francisco Chamber of Commerce sponsored School-to-Work Partnership Breakfast.

24) Hosted Governor Gray Davis and Secretary of Energy Bill Richardson for a campus press conference.

25) Met with Campus/School Deans to discuss current issues and plans.

26) Attended meeting of the Board of Trustees Facilities Committee meeting to discuss current status of plans for Balboa Reservoir, etc.

27) Attended annual luncheon hosted by the Jewish Vocational Services.

28) Attended Hotel and Restaurant Program sponsored fund-raiser on the Phelan Campus.

29) Met with the Board of Directors of the City College Foundation.

30) Attended meeting with Department of Human Services (Will Lightbourne) to discuss Calworks, facilities, and future plans.

31) Attended (with selected Board members) Spring Dinner meeting of Bay 10 colleges. Chancellor Nussbaum was keynote speaker.

32) Provided opening remarks for California Community College Computer Consortium.

If you have any questions regarding these activities, please contact me directly.

PRDJ:jcd

Attachments: Copy of letter to Major Cost Center and Unit Administrators
Copy of Budget Request for 1999-2000

CITY COLLEGE OF SAN FRANCISCO

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MEMORANDUM

DATE: February 19, 1999

TO: Major Cost Center Administrators

FROM: Dr. Philip R. Day, Jr., Chancellor

RE: Unit Plans and Budget Requests for FY2000

As you know, this will be the initial year for preparing unit plans and budget requests under new guidelines growing out of the strategic plan priority for "an integrated budgeting and planning process." Because this round will be our first experience with new formats, timetables, and procedures, I am referring to it as a "pilot year." This means that we will do our best with the new system, however if some aspects of the process require modifications we will feel free to make adjustments along the way. The system is well worked out, but that does not mean it is perfect. We will make corrections as necessary.

Overview of Process

With the assistance of the new Planning and Budgeting Council, we have developed an Annual Plan for the institution in FY2000, consisting of five operational objectives and 16 developmental objectives. These will be our institution-wide priorities in the upcoming year, and they are all directly related to the priorities of the Strategic Plan. The FY2000 Annual Plan was approved by the Board of Trustees in January, 1999. Now we must turn to the business of preparing unit plans and budgets for FY2000, consistent with the priorities in the Annual Plan.

On the 24 of February, from 2:30 p.m. to 4:00 p.m., I am asking that all senior staff (the Chancellor's Cabinet) and Major Cost Center Administrators (indicated in bold type on the attached list of Cost Center Administrators) attend a Budget Preparation Briefing Session in Room 100 of the Science Building , at which time we will review in some detail the instructions for the unit planning and budgeting process. It is my expectation, as a result of this meeting, that Major Cost Center Managers will become informed and able to convene meetings with their cost center managers and begin the process of preparing FY2000 unit plans and budgets. Unit Administrators will have approximately three weeks to prepare unit plans and budgets, review them with their superiors, and finalize them for submission. During the week of March 22, James Kendrix will be holding sessions for each school, campus, and division, at which time all cost center managers will be able to "enter" their budgets and plans on-line in the BANNER Budget Module. After the spring break, the Business Services Office will be validating budget requests, compiling them for the review process, and preparing printouts for the Planning and Budgeting Council whose review and recommendation session will be held April 30. At that time, Senior Administrators with their Major Cost Center

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Administrators and appropriate cost center managers (Department Heads) will be invited to make brief presentations of their unit/budget plans (rolled up to the major cost center level) and witness the deliberations of the Planning and Budgeting Council. It is my expectation that during the month of May, we will make the necessary budget adjustments and complete a final budget plan for FY2000. There will probably be a workshop on the budget for the Board of Trustees in May and I would anticipate final approval at the June meeting of the Board of Trustees.

Forecast of Budget Revenues

Last fall, I asked Peter Goldstein and James Kendrix to prepare a five-year forecast of budget revenues and expenses. Their projections, based upon clearly identified assumptions, demonstrated that CCSF currently faces a period in which expenditures at the current level will outpace the forecast of probable revenues, unless the state revenue picture brightens or the formulas for urban community colleges are adjusted or the college achieves significant enrollment growth. Needless to say, I am already working on all three of these options (including urging the college to become more accountable for FTES monitoring and planning and development). But in the meantime, we must be realistic with our plans for FY2000.

In developing your budgets for FY2000, it is important to be mindful of the anticipated level of recurring state revenue as presented in the Governor's budget request. The Governor's budget for community colleges includes 1.83% for COLA and 2.5% for growth cap. These amounts are noticeably less than the 3% COLA and 4% growth requested by the State Chancellor's Office. It should be noted that CCSF is not entitled to a full 2.5% increase for growth because CCSF is subject to a growth. The most recent growth cap was 1.2%. Also, in the Governor's budget and at this time, there is only a negligible amount in the Partnership for Excellence Program ($10 million instead of $100 million). What all of this means is that CCSF can presently hope for a budget of $128.2 million in FY2000 (versus the current budget of $125.4 million), an increase of only 2.23%.

As things stand today, and based upon the assumption that the May revenue estimate will have a positive impact on the current "bottom-line", I am going to ask that senior administrators who lead the budget planning process for their areas work within the framework of a planned 3% increase, fostering requests at a higher level to meet the needs of units with important developmental objectives and reducing requests wherever appropriate in order to achieve a balanced budgetary position. Keeping in mind the priorities of the Annual Plan (e.g. allocating to achieve growth, retention, student success, and qualitative improvements), there will be some areas that require significant resources that may be justified. We will need to look at these carefully, perhaps seeking to reallocate funds or securing one-time savings from elsewhere in the budget.

Specific Directions for Unit Plans

The unit plans are the starting point for the unit planning and budgeting process. Each organizational unit should prepare a unit plan for its cost centers, with objectives for FY2000 specifically identified in the categories of operational and developmental objectives. The unit objectives should be linked, wherever appropriate, to the institutional objectives in the Annual Plan. The Unit Plan format provides space also for a summary of the budget request and new position requests. Unit plans should be reviewed between the Unit Administrators and their supervisors, usually the Major Cost Center Managers. While Unit Administrators will submit their unit plans directly along with their budget requests, Major Cost Center Managers will use

the unit plans as the basis for preparing rolled-up plans (a combining of plans for several cost centers or units) for the major cost center area.

Specific Directions for Budget Requests

The unit budget requests are prepared along with the unit plans for review with supervisors and submission. The following budgetary guidance contains general directions for each of the account categories in unit budgets. It focuses on the following key account categories: salaries, benefits, materials and supplies, other operating expenditures, capital outlay, and other outgo. More detailed information will be provided in the Budget Request formats package. The Budget Request format will include details of prior budget allocations, requested budget amounts, and justifications for increased requests. While we are primarily addressing General Fund budget requests, we are also including selected Restricted Fund requests as part of this process. The reasons for providing these general directions are to streamline the budget preparation process, encourage thoughtful consideration of needs in each category, and facilitate consistency in what is submitted.

General Personnel

The major account category in the operating budget is the Salaries accounts, including academic, classified, and administrative salaries and benefits, both full-time and part-time, permanent and temporary. Indeed, these accounts comprise nearly 90% of the operating budget. In order to integrate personnel planning more closely with the budget request process, it will be necessary for all cost center managers to review their funded positions (whether filled or vacant) and their new requests for positions. At the Budget Preparation Briefing Session, James Kendrix will distribute a printout listing of Approved and Funded Positions in the current budget, FY1999. Major Cost Center Administrators, in collaboration with their cost center managers, will be asked to verify these lists, confirming the currently filled positions and indicating their plans for vacant positions. They will also be asked to add to these lists any new positions they will request for FY2000. These personnel position lists will be submitted simultaneously with unit plans and budget requests and will be examined by the Planning and Budgeting Council as part of its review process.

1000 - Academic and Administrative Salaries

- Budget requests should include the 26 positions funded from the Partnership for Excellence Program, as well as of long-term substitutes the replacement positions to be filled. These positions have been approved by FPAC and the decision of the Chancellor has been made, so that no re-evaluation will be necessary.
- Exceptional requests for faculty positions may be made, if there are instances in which an overriding, unmet, high priority need exists and has been overlooked.
- The Budget Office will complete adjustments for Sabbaticals, Leaves of Absence, and Retirements; the Business Office will also adjust salaries for COLA.
- Funding for Adjunct Faculty will be requested via the Provost's cost center, but should reflect less need as replacement and full-time faculty are

hired; funds will be re-allocated to the cost centers following the budget review and approval process and during the academic year.

- Funds for administrative positions will be considered in areas of highest priority only.

2000 - Classified Salaries

- Positions funded in the FY1999 budget will be refunded for FY2000. All vacant positions that are funded will be reviewed, particularly those positions that were vacant for the entire fiscal year. New positions and upgrades to existing positions can be requested.
- Funding for student workers (lab aids) will be held at the FY1999 level with the exception of the Partnership for Excellence Program which includes increased funding for student workers. The Director of Administrative Services will make allocations on the same basis as used for the current year allocation.

3000 - Fringe Benefits

- The Business Office will prepare these requests.

4000 - Materials and Supplies

- Additional funds can be requested, however requests should not exceed 3%. If requests for additional funds are 1.83% or more, you must provide a justification for how the increase will be expended.
- You may reallocate funds to Other Operating Expenses or Capital Outlay.

5000 - Other Operating Expenditures

- Additional funds can be requested, however requests should not exceed 3%. If requests for additional funds are 1.83% or more, you must provide a justification for how the increase will be expended.
- You may reallocate funds to Other Operating Expenses or Capital Outlay.
- Travel budgets will continue to be funded through Staff Development, the Faculty Travel Budget, and the Administrator's Travel Budget. Please do not request travel funds in your cost center budget.
- Mileage reimbursement for eligible staff will continue to be budgeted and paid out of institutional support. Do not request mileage in your cost center budget.

6000 - Capital Outlay

- Additional funds can be requested, however requests should not exceed 3%. If requests for additional funds are 1.83% or more, you must provide a justification for how the increase will be expended.
- Instructional units should indicate in the justification section if equipment is for the direct benefit of the classroom or if for office or non-teaching purposes. Block grant funds may be available for instructional equipment

(please indicate these requests in Restricted Fund Request section of the Unit Plans and Budget Requests format).

7000 - Other Outgo

- The Business Office will prepare these requests.

Conclusion

In order that we reduce the possibility of confusion and provide the maximum degree of support for everyone involved in the process, it is very important that all senior administrators and Major Cost Center Administrators attend the Budget Preparation Briefing Session on February 24. Accordingly, I shall look forward to the opportunity of providing additional explanation and working to make successful this integrated approach to planning and budgeting.

Attachments:

1. Unit Plans and Budget Requests Format
2. Revised Planning and Budgeting Schedule
3. List of Cost Center Administrators

CITY COLLEGE OF SAN FRANCISCO

OFFICE OF THE CHANCELLOR

50 PHELAN AVENUE • BOX E200 • SAN FRANCISCO, CA 94112 • 415. 239 3303 • FAX 415. 239.3918

MEMORANDUM

DATE: March 3, 1999

TO: Senior Administrators and Major Cost Center Administrators

FROM: Dr. Philip R. Day, Jr.
Chancellor

RE: **Unit Plans and Budget Requests for FY2000: Supplementary Information**

On the 19th of February you received from me a detailed memorandum regarding unit planning and budget directions for FY2000. On the 24th of February, you were invited to a Budget Preparation and Briefing Session; we provided additional information and materials for the process. In addition, we shared this information with the members of the College Council, including department chairs, on the 25th of February.

As Major Cost Center Administrators, you are probably now engaged in meeting with your respective cost center administrators and sharing with them the process and materials necessary to complete the work. Perhaps you have also taken advantage of the offer by James Kendrix to provide direct assistance, if needed. It is my hope that you are proceeding with adequate information and confidence to complete this stage of the process. I know that this budget preparation process represents a significant change for the institution, so I am especially appreciative of your comments that, despite the challenges associated with it, this is an improved process and you recognize the importance of integrating resource allocation with planning priorities and objectives.

By way of addendum to my memorandum of February 19, I would like to add a couple of items of explanation, as promised during the briefing sessions. The following points of clarification are to replace bullets under the respective headings in the original budget instruction memorandum:

2000 - Classified Salaries

- Funding for Lab Aid Student Assistants from unrestricted college funds will be held at the FY1999 level, with the exception of the Partnership for Excellence Program which includes increased funding for student workers. Although the budget amount listed on the budget materials reflects only half of the annual allocation, the total amount allocated in FY1999 should be requested for FY2000 using the form Classified Position Requests. Units requesting additional funds should calculate the increased amount (using the general formula for one FTE: $6.50 per hour x 15 hours per week x 36 weeks per year). Requests for additional funds must be listed on form FY2000 Budget Request – Classified Position Requests.

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DR. PHILIP R. DAY, JR., CHANCELLOR

The Director of Administrative Services will make allocations on the same basis as used for the current year allocation, with funding to be transferred to each cost center by the Director.

(Note: The College Work Study Program is a separate program, and funding levels will be established by the Director of Financial Aid and submitted in the FY2000 Restricted Funding Requests section of the Unit Plan and Budget Format.)

6000 - Capital Outlay

- The capital outlay account category in the unrestricted General Fund is primarily for non-instructional units, and requires a list of equipment, justifications, and amounts – the total to be shown in the 6000 account.
- Instructional units requesting capital outlay funds will probably be funded from the Partnership in Excellence Program, the Instructional Block Grant, VATEA, or another designated fund. Instructional units should prepare a list of equipment, estimated prices, and totals – indicating the purpose or justification for the equipment the attached Instructional Equipment Request Form. This list will be reviewed by the Planning and Budgeting Council, with recommendations to be made regarding which funding source to use.

The next steps for preparing budgets were indicated at the Budget Preparation Briefing Session. They include the following activities for Major Cost Center Administrators:

1. Convene a meeting of your cost center managers; distribute current budget print-outs, budget preparation materials, and formats. Invite James Kendrix to assist, if needed.
2. Support your units and departments, as they prepare unit plans and cost center budgets. If further assistance in developing unit plans is needed, please contact James Kendrix. Also, a sample unit plan has been prepared (and is attached) for possible emulation by cost center administrators.
3. Review the draft plans and budgets prepared by cost center managers, preferably in a group meeting to encourage a collaborative effort to build appropriate budgets within the framework of the guidelines provided.
4. Prepare a "rolled-up unit plan" for your major cost center, developed as an integrated plan for your entire area (the computer system will generate the amounts for you to enter on the "rolled-up budget plan").
5. Invite your cost center managers to attend the scheduled Budget Submission Session for your area, at which time your cost center managers and you will be able to "enter" budgets on-line in the BANNER system and unit plans in a specially developed EXCEL format.

After this, you will deserve and should take a break – literally, since it will be spring break from March 29 to April 3. During this period and the weeks following, the Business Office will be

engaged in the detailed work of assembling the overall budget. By mid-April, we hope to have a complete document which the Planning and Budgeting Council can begin reviewing. On April 30, you will be invited to the PBC Budget Review Session and provided with the opportunity for a brief presentation or an opportunity for PBC members to ask questions about the plans and budgets in your area. Your cost center administrators may also attend during the allotted period for your area. A schedule will be disseminated prior to April 30.

I trust that with this supplementary memorandum you will have more than enough information to proceed with planning and budget development. Please accept my appreciation for your leadership in this effort and may all of us realize the benefits of an integrated planning and budgeting system, with the primary benefit accruing to the quality of education our students receive.

cc: College Council

Attachments:

Instructional Equipment Request Format
Sample Unit Plan
Revised Planning and Budgeting Schedule

1999-2000 REQUESTED BUDGET

PLANNING AND BUDGET COUNCIL

APRIL 16, 1999

Dr. Philip R. Day, Jr., Chancellor

BUDGET PROJECTION REQUESTS FOR 99-00
General Fund Unrestricted
Draft Version 1.0

	1998-99	1999-2000 Scenario 1	1999-2000 Scenario 2
Beginning Unres./Undes. Fund Balance	2,463,094	2,500,000	2,500,000
Projected Revenues	126,304,087	128,067,934	130,267,934
Total Resources	**128,767,181**	**130,567,934**	**132,767,934**
Projected Expenditures/Requested			
1000 Academic	66,231,139	66,815,429	66,815,429
2000 Classified	24,808,413	28,614,593	28,614,593
3000 Fringes	17,167,598	17,793,016	17,793,016
4000 Supplies	1,957,543	2,642,154	2,642,154
5000 Operating Exp	10,561,012	10,933,117	10,933,117
6000 Capital	2,000,376	6,336,137	6,336,137
7000 Other Outgo	3,541,100	4,912,478	4,912,478
Total Expenditures	**126,267,181**	**138,046,924**	**138,046,924**
Variance Resources/Expenditures	**2,500,000**	**(7,478,990)**	**(5,278,990)**
Eliminating the Variance:			
Instructional Equipment to Restricted Funds		3,500,000	3,500,000
Anticipated classified salary savings		1,000,000	1,000,000
Reduce new student work request by 90%		360,000	360,000
Reduce additional new full-time faculty requests by 100%		1,049,273	1,049,273
Reduce additional new classified requests by 100%		1,000,000	1,000,000
Eliminate COLA for supplies and other expenses		250,000	250,000
Total Reduction of Requests		**7,159,273**	**7,159,273**
Revised Variance		***(319,717)***	***1,880,283***

Assumptions for Projected Revenue and Resources at $130.2 mil (Scenario 1)

1 Zero growth.
2 2.5% increase in Sales Tax Revenue
3 $100,000 increase in Lottery Income
4 $300,000 increase in Non-resident Tuition
5 $100,000 increase in Interest Income
6 No increase in PFE Funds

Assumptions for Projected Revenue and Resources at $132.7 mil (Scenario 2)

1 Same as 1-6 for revenue projection of $130.2 mil
2 Estimated COLA for PFE $350,000
3 Higher than anticipated Sales Tax Revenue $350,000
4 Enrollment Growth $500,000
5 New Partnership For Excellence $1.0 mil

Assumptions for Requested Expenditures:

1 Salaries include: COLA wage increase, vacant/funded positions, step increases
2 1999-2000 equipment request includes about $4.0 mil for instructional equipment
3 1999-2000 includes $x.x mil for 99-00 retro wage adjustment, anticipated 1.83% 99-00 COLA adjustment, $x.x mil for formula wage adjustment anticipated for 99-00 Ending Balance

PBC
4/16/99

MAJOR COST CENTER COMPARISON
1998-99 Budget 1999-00 Budget Request

			1998-99 Budget	1999-00 Request	% Increase
Chancellor	0020 Chancellor's Office	P. Day	781,714	784,099	**0.31%**
	0040 Public Information	M. Olchowy	397,392	508,059	**27.85%**
	0050 Research and Planning	R. Gabriner	444,848	480,953	**8.12%**
	0060 Government Relations		48,287	46,820	**-3.04%**
	0070 Legal Counsel	R. Lee	677,990	737,122	**8.72%**
	0078 College Development		152,252	142,270	**-6.56%**
	Total		**2,502,483**	**2,699,323**	**7.87%**
COO	0120 COO's Office	P. Goldstein	1,084,144	1,113,741	2.73%
	Administrative Services	S. Herman	1,677,738	2,042,370	21.73%
	Business Office	J. Kendrix	10,496,929	13,182,847	25.59%
	Human Resources	G. Tom	1,717,034	1,734,079	0.99%
	ITS - General	M. How	4,550,510	5,075,333	11.53%
	Buildings and Grounds	V. Flanagan	13,177,862	15,432,317	17.11%
	Total		**32,704,217**	**38,580,687**	**17.97%**
Exec VC	4010 Exec VC's Office	F. White	177,472	178,602	0.64%
	4024 A&R Non-Credit	A. Cherdack	700,524	813,489	16.13%
	4026 A&R Credit	R. Balestreri	2,672,224	3,328,232	24.55%
	4042 Financial Aid	M. Sinco	1,291,294	1,312,044	1.61%
	Financial Aid Match		146,125	187,477	28.30%
	Financial Aid Match		30,595	37,998	24.20%
	4060 Community Rel/Recruit		126,813	149,646	18.01%
	Total		**5,145,047**	**6,007,488**	**16.76%**
Provost	Office of the Provost		6,555,902	6,921,702	5.58%
	Student Affairs		5,546,282	6,237,616	12.46%
	School of Applied Sci & Evans Campus		4,611,566	5,217,423	13.14%
	School of Science and Math		9,998,252	11,048,135	10.50%
	School of Behavior and Soc Science		8,471,286	8,719,848	2.93
	School of Bus and Downtown Campus		5,515,729	5,998,929	8.76
	School of Liberal Arts and Castro Campus		12,978,118	14,351,256	10.58
	School of Intern'l/ESL and C/NB Campus		15,817,108	16,767,692	6.01
	School of Health/PE& Adams Campus		8,162,508	9,072,966	11.15
	Alemany Campus		416,967	442,388	6.10
	Southeast Campus		354,793	396,482	11.75
	Mission Campus		460,649	468,801	1.77
	Library and Learning Resources		4,146,143	4,249,822	2.50
	Total		83,035,303	89,893,060	8.26
			123,387,050	137,180,558	
		target	124,194,436	138,046,924	
		vari	807,386	866,366	

PBC
4/16/99

EQUIPMENT PROJECTIONS FOR 99-00
General Fund Unrestriced

Draft Version 1.0

		98-99 GFU	99-00 GFU
Chancellor	0020 Chancellor's Office	5,000	5,000
	0040 Public Information	5,000	51,500
	0050 Research and Planning	770	
	0060 Government Relations		
	0070 Legal Counsel	5,000	3,861
	0078 College Development		
	Total	**15,770**	**60,361**
COO	0120 COO's Office	8,500	8,500
	Administrative Services	13,880	11,328
	Business Office	48,977	296,152
	Human Resources	16,000	10,609
	ITS - General	1,024,845	1,467,245
	Buildings and Grounds	**57,600**	**641,506**
	Total	**1,169,802**	**2,435,340**
Exec VC	4010 Exec VC's Office	-	-
	4024 A&R Non-Credit	11000	35,500
	4026 A&R Credit	10000	165,250
	4042 Financial Aid	5495	7,617
	Financial Aid Match		
	Financial Aid Match		
	4060 Community Rel/Recruit		
	Total	**26,495**	**208,367**
Provost	Office of the Provost	156,410	329,900
	Student Affairs	2,310	192,567
	School of Applied Sci & Evans Campus	-	334,781
	School of Science and Math	4,520	866,577
	School of Behavior and Soc Science	3,444	124,078
	School of Bus and Downtown Campus	3,960	337,139
	School of Liberal Arts and Castro Campus	10,588	459,564
	School of Intern'l/ESL and C/NB Campus		185,011
	School of Health/PE& Adams Campus	8,310	571,731
	Alemany Campus	4,300	13,704
	Southeast Campus		
	Mission Campus	500	
	Library and Learning Resources	1,000	217,018
	Total	**195,342**	**3,632,070**
		1,407,409	**6,336,138**

PBC
4/16/99

New Hires for FALL 99/SPRING 2000

Department	Replacement	New Tenure Trac		LTS Slots	
		Regular	PFE	Fall 99	Spring 00
A&R (Counselor)	1				
Art	1	1			
Asian American Studies		1			
Biological Sciences	1			1	1
Business - Credit	10				
Business - Non Credit	1				
CDPC				1	
Chemistry					1
CIS		3		3	1
DSPS					1*
Earth Science		1			
English				2**	2
ESL - Credit	2	1	2	3	1
ESL- Non Credit	1	5	0	2	1
General Counseling	4		2	2	2
Graphic Communication	1				
Health Science		1			
I D S T - Mutil- Media		1			
Library - Language Lab		1			
Library - Librarian			1		
Mathematics	1	1	1		
Music		1			
Photography	1				
Physical Edu. & Dance	1				
Physics	3				
Student Health		1			
Theatre Arts		1			
Trade Skills (Construction)		1			
Transitional Studies					1
Vocational Nursing	3				
Dean of Student Affairs - Tutoring /Mentoring Coordinator				1	
Total	31	20	7	15	12

Grand Total : 85

* Department decided not to replace with LTS

** Department decided one of these two will not be replaced with LTS

*** Some positions may not be replaced if the positions are no longer vacant due to a variety of reasons, I.e. faculty decides not to retire.

	A	B	C	D	E	F	G	H	I
1						Admin	Fac	Class	Stu
2	*1.*	0020	**Chancellor's Office/Group**	**Day, Philip**					
3			0070	**General C**	**Lee, Ronald**			1	
4			0074	**Affirmativ**	**Jackson, Linda**			1	
5	*2.*	1105	**Administrative Services**	**Herman, Stephen**				1	
6	*3.*	1500	**Business Office**	**Kendrix, James**				1	
7	*4.*	2010	**Human Resources**	**Tom, Gary**				3	
8	*5.*	2510	**ITS - General**	**How, Mamie**					
9	*6.*	3522	**Utilities**	**Flanagan, Vester**					
10			3542	M&R - Buil	Flanagan, Vester			2	
11			3566	Public Saf	**Collins, Charles**			4	
12			3569	Custodial	**Collins, Charles**			4	
13	*7.*	4010		**Executive**	**White, Frances**				
14			4024	**A & R - N**	**Cherdack, Arthur**				
15			4026	**A & R De**	**Balestreri, Robert**				
16			4030	BANNER I	White, Frances				
17			4042	**Financial**	**Sinco, Mira**				
18			6210	**Student A**	**Chong, Frank**				
19		x	6469	General C	Chang, Nicholar		3	6	7
20			6500	Student A	**Biehn, Jennifer**				
21									
22	*10.*	**School of Applied Science & Evans Campus**							
23			7114	Trade Skill	Estupinian, Joseph		1		
24	7	x	7116	Consumer	Ericson, Sandra				1
25		x	7124	Educated	Hamilton, Edward			1	
26		x	7155	Environme	Money-Collins, Holly		5	1	5
27		x	7182	Labor Stu	Shields, William			0.375	
28		x	8740	Academic	McGuire, Phyllis		0.17		
29	*11.*	**School of Science and Math**							
30			7210	Computer	Metzler, Charles			1	
31			7216	Astronomy	Stanford, Darryl			0.16	
32			7224	Biology	Bedecarrax, Edmund		1		
33			7232	Chemistry	Armstrong, James			0.32	
34			7260	Physics	Yee, David			0.5	
35	*12.*	**School of Behavior and Social Science**							
36			7324	Interdiscipl	Jabbar, Abdul		1	1	1.2
37			7347	Transition	Schultz, Gabriella		0.4		
38	*13.*	**School of Business and Downtown Campus**							
39		x	8560	Institutiona	Glick, Steven				0.2
40									
41	*14.*	**School of Liberal Arts and Castro Valencia Campus**							
42			7554	**Dean's Of**	**Korey, Suzanne**		2	3.25	2
43		x	7508	Broadcast	Podenski, Francine			0.5	2
44		x	7520	Foreign La	Green, Jacquelyn		2		
45		x	7508	Channel 5	Fabio-Bradford, Cheryl				2
46	*15.*	**School of Internalional Ed/ESL and Chinatown North Beach Campus**							
47			7630	Foreign St	Low, Joanne		2	1	
48			7640	Study Abr	Heffron, Jill		1		
49	*16.*	**School of Health & PE and John Adams Campus**							
50		x	7708	Dental Ass	Nelson, Anna			0.3	1
51		x	7712	Dental Lab	Potter, Steven			0.3	1
52		x	7720	Health Sci	Hall, Terrance		2		2
53		x	7725	Nursing-R	Dawydiak, Cecile				2

	A	B	C	D	E	F	G	H	I
54		x	7728	Vocational	Massey, Evelyn				
55		x	7736	Physical E	Duggan, Bradley				
56		x	7756	Dept. Offic	Guichard, Margaret			0.5	
57	*17.*	**Alemany Campus**							
58			**8140**	**Alemany**	**Santos, Rodney**				
59			8150	Student S	Tom, Gary				
60			8160	Institutiona	Tom, Gary		1.5		
61	*20.*	**Library and Learning Resources**							
62			**9320**	**Library**	**Jones, Rita**			1.5	
63			9342	Inst. Res -	Paulsen, Philip				86
64					Total	0	22.07	35.705	117

California State

Senate Budget Hearing

CITY COLLEGE OF SAN FRANCISCO

OFFICE OF THE CHANCELLOR

50 PHELAN AVENUE • BOX E200 • SAN FRANCISCO, CA 94112 • 415 239.3303 • FAX 415. 239.3918

MEMORANDUM

DATE: April 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr.
Chancellor

SUBJECT: **Hearing of Senate Budget and Fiscal Review Subcommittee #1**

Attached for your review is a copy of a letter that was forwarded to Senator Jack O'Connell, Chairperson of the above-referenced committee. A similar letter was sent from Assemblywoman Carole Migden to the appropriate committee chairperson on the Assembly's side.

I did testify before Senator O' Connell's Committee regarding the Mission Campus and I'm happy to report that the Committee unanimously supported our request. The final figure for the Preliminary Plans will be less than the amount requested due to a recalculation of the total project costs. The cafeteria and bookstore square footage had to be deleted because the State doesn't fund those activities.

On April 28th, I'll be appearing before Assembly's committee to address the matter and I'm confident it will yield the same result . We are still working on the Chinatown/North Beach campus and the Phelan Gym Project. We intend to continue a "full-court press" on these projects, as well.

Thanks and if you have any questions, please don't hesitate to contact me directly.

Attachment

PRDJ:jcd

BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR

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COMMITTEES:
RULES
CHAIRMAN

California State Senate

JOHN L. BURTON
PRESIDENT PRO TEMPORE
THIRD SENATORIAL DISTRICT

April 7, 1999

The Honorable Jack O'Connell, Chair
Senate Budget and Fiscal Review
Subcommittee #1
State Capitol, Room 5013
Sacramento, CA 95814

Dear Jack:

I am writing to request an augmentation of $1,038,000 to Item #6870-301-0579 to provide preliminary plans for the Mission Campus project at City College of San Francisco.

This project will provide a building of 85,865 square feet to house the Mission Campus in my district. The Mission Campus is currently housed in a sub-standard leased school building that was built in 1938 and is significantly deteriorated, lacks adequate instructional space and may present several health and safety problems. The District is looking at a site acquisition and the goal is to construct a new building to meet the academic needs of the Campus and to consolidate course offerings as classes are currently being held at multiple locations.

The project supports the district's educational plan by providing direct access to academic programs within San Francisco's many ethnically diverse neighborhoods. The Mission Campus has developed over many years into a full service campus with an enrollment of more than 9,000 students and a waiting list of more than 1,000. In addition, City College is contributing $2.2 million for site acquisition and is not seeking state funds for the purchase of the land for this project.

Finally, this project has a capacity load ratio that would make this project a high priority for state funding. Accelerating this project in the budget year will help ensure the state's commitment to supporting the educational plan for students in the Mission District of San Francisco.

Peace and friendship,

JOHN L. BURTON

JLB:dpek

Federal Issues

Update

CITY COLLEGE OF SAN FRANCISCO

OFFICE OF THE CHANCELLOR

50 PHELAN AVENUE • BOX E200 • SAN FRANCISCO, CA 94112 • 415. 239.3303 • FAX 415. 239.3918

MEMORANDUM

DATE: April 16, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr.
Chancellor

SUBJECT: Federal Issues Update

As I have previously advised you, I attended the Board of Directors' meeting of the American Association of Community Colleges. One of my responsibilities as a Board member is to serve as a representative to the Joint AACC and ACCT Federal Relations Committee. While in Nashville, I also attended the meeting of this Joint Committee.

I'm attaching a copy of the following:

- Meeting Agenda
- Membership of the Joint Committee
- Relevant Background Information on Federal Issues

  1. Description of Joint AACC/ACCT Community College Priorities for 106th Congress
  2. Description of Student Aid Alliance and Priorities
  3. A copy of AACC Legislative Update: March 24, 1999
  4. Future Federal Policy Issues Facing Community Colleges

- Copy of an article written by the Chancellor on Welfare Reform and Workforce Development for the San Francisco Chronicle
- Copy of an article entitled "Pushing the Limits of Welfare Overhaul" by Sue Kirchoff
- Copy of an article entitled " States Declining to Draw Billions in Welfare Money" that appeared in the New York Times on February 8, 1999.

I hope, upon review, this information assists you in developing a better understanding of our federal advocacy agenda. If you have any questions, please don't hesitate to contact me at your earliest convenience.

Attachments

BOARD OF TRUSTEES

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ROBERT E. BURTON • JAMES HASKELL MAYO, II. • RODEL E. RODIS • ROBERT P. VARNI

DR. PHILIP R. DAY, JR., CHANCELLOR

AGENDA

AACC/ACCT Joint Commission on Federal Relations
Tuesday, April 6, 1999
3:30 – 5:30 p.m.
Canal "B" Room
Opryland Hotel, Nashville, TN

1. Welcome and Introductions *

2. Update on Current Legislative Initiatives *
   - FY 2000 Appropriations and Budget
   - Hope/Lifetime Learning Tax Credits/Employee Educational Assistance
   - Copyright in the Digital Environment
   - Welfare Reform

3. Future Federal Policy Issues Facing Community Colleges *

4. 1999 NLS Wrap Up

5. Other Issues
   - Next Meeting – October 13, 1999, Atlanta Marriott Marquis Hotel
   - ACCT's Commission Appointments for 1999-2000

6. Adjourn

* Backup materials

ACCT-AACC JOINT COMMISSION ON FEDERAL RELATIONS
July 1, 1998-June 30, 1999

ACCT

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AACC

AMERICAN ASSOCIATION OF COMMUNITY COLLEGES
ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES

Community College Priorities
First Session, 106th Congress

FISCAL YEAR 2000 APPROPRIATIONS

Pell Grant maximum increase of $400. Increases in the Pell Grant maximum function to lower tuition and increase access to community colleges for low-income individuals. The Pell Grant maximum has lost over 8 percent to inflation in the last ten years, and more than 25 percent over the last twenty; one unfortunate by-product is skyrocketing student indebtedness. In the last four budget cycles, Congress and the President have grasped the Pell Grant program's importance and substantially increased the maximum, but much more needs to be done, and can be done. The Administration's proposed $125 increase in the maximum for FY 2000 is inadequate and, given current large program surpluses, is actually a $241 million cut in new funding from last year's level. We urge Congress to increase opportunity in higher education by providing this increase and other funding requested by the Alliance to Advance Student Aid.

Fund the new Child Care Access Program at $45 million. The new child care program created by the 1998 Higher Education Act reauthorization gives Congress a golden opportunity to assist low-income students in getting to college and staying enrolled. The program requires a concentration on needy students and a 50/50 match from grantees. It received just $5 million in FY 1999; the Clinton Administration wants to freeze the program in FY 2000. Congress should help respond to the widespread need for this program by funding it at its initial authorized level. Hundreds of applications are expected to be forthcoming shortly in the first competition for funds.

Provide $80 million for the Strengthening Institutions Program (Title III-A of the HEA). For years, the Strengthening Institutions program has been one of the most underfunded in the entire Department of Education budget. This program is built upon the principle that federal funds are best spent when addressing goals identified at the local level. But all Title III-A grants must first withstand a brutal competition, which ensures that funds are spent efficiently. Unaccountably, President Clinton has chosen to provide only a tiny increase for Title III-A while substantially expanding other institutional aid programs. Title III-A should be returned to its previous funding level of $80 million.

Increase funding for the Carl D. Perkins Vocational and Technical Education Act of at least $125 million. Substantial new federal resources should follow enactment of last year's Carl D. Perkins Act reauthorization. The new law provides a new level of state and local flexibility, coupled with strict new performance standards. Appropriations for the Perkins Act has stagnated in the 1990's; new funds could help institutions enhance technological capabilities, provide professional development opportunities to faculty, and develop accountability systems. The Clinton Administration has frozen Basic State Grants and given the Tech-Prep program only a modest increase; both merit increases of more than 10 percent.

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TAX AND REGULATORY ISSUES

Support Making Employee Educational Assistance Permanent. Support legislation, H.R. 323, introduced by Representatives Sander M. Levin (D-MI) E. Clay Shaw, Jr. (R-FL) and S. 211, introduced by Senators Daniel Patrick Moynihan (D-NY) and William V. Roth, Jr. (R-DE), to extend and make permanent Section 127 of the Internal Revenue Code. This provision permits working adults to exclude from taxable income up to $5,250 in employer-provided undergraduate tuition assistance. Unless extended by Congress, this provision will expire after May 31, 2000. This provision, which has existed since 1978, enjoys broad bipartisan support in Congress.

Reintroduce the Higher Education Reporting Relief Act (HERRA). Seek to have legislation reintroduced in the 106th Congress to repeal the institutional reporting requirements for the Hope Scholarship and Lifetime Learning Tax Credits enacted in 1997. Given that the benefit of the two new tax credits accrues directly to individual taxpayers and not institutions, community colleges should not be placed in the legally perilous and financially constraining position of acting as governmental agents in monitoring and enforcing compliance. The reporting requirements for the Hope Scholarship Tax Credit and the Lifetime Learning Tax Credit should be repealed because of their burdensome nature, shifting the onus clearly onto individual taxpayers who benefit, consistent with many other long-standing tax code deductions and credits. Two identical bills to do just this were introduced in the House and Senate in 1998 but were not enacted, despite a good deal of bipartisan support.

TELECOMMUNICATIONS ISSUES

Protect higher education from copyright infringement and maintain intellectual property rights. The needs of educators to use copyrighted materials must be balanced with the rights of the producers of those works to protect their intellectual property. This is especially important to community colleges because the colleges are both users and producers of copyrighted materials. The explosion of distance education programs during the 1990's has led to new questions as to how these offerings should be treated in the digital environment. The U.S. Copyright Office is currently conducting a study to investigate this question. Community colleges support this study, but also believe that federal law should be modified to ensure that federal copyright law recognizes the full implications of distance education. Under current law, materials that an instructor can use in the classroom may not necessarily be lawfully used in a distance learning environment. Community colleges believe that performances of any type of copyrighted work allowed in a classroom should also be permitted in a distance learning class.

Hope and Lifetime Learning Tax Credits

With the enactment of the Hope Scholarship and Lifetime Learning Tax Credits in 1997, Congress created innovative new financial vehicles to assist more adults to go to community colleges, but it also created a host of complicated and burdensome reporting and compliance requirements for institutions. While AACC and ACCT have enjoyed some success in persuading Congress and the Treasury Department to relax institutional reporting requirements for tax years 1998 and 1999, the statute created in 1997 mandates numerous requirements on institutions and is the law of the land. Unless that law is changed, these onerous requirements will ultimately be applied to institutions.

The current reporting requirements ask colleges to supply and verify information to IRS that they do not regularly collect from students, and in some cases, are prohibited from collecting under current federal privacy of information laws. These reporting requirements cost institutions to implement the computer systems, hire staff, and create policies to collect and report such information. Several states, such as California, have data suggesting that the average cost to community colleges in complying with the statute equals or surpasses the net tax credit to individual taxpayers. The gross compliance costs to community colleges shift scarce resources away from other programs and from serving predominantly low-income and disadvantaged students. This is inherently unfair and should be rectified.

Given that the benefit of the two new tax credits accrues directly to individual taxpayers and not institutions, community colleges should not be placed in the legally perilous and financially constraining position of acting as governmental agents in monitoring and enforcing compliance. The reporting requirements for the Hope Scholarship Tax Credit and the Lifetime Learning Tax Credit should be repealed because of their burdensome nature, shifting the onus clearly onto individual taxpayers who benefit, consistent with many other long-standing tax code deductions and credits. Two identical bills to do just this were introduced in the House and Senate in 1998 but were not enacted, despite a good deal of bipartisan support.

Representative Donald A. Manzullo (R-IL) has indicated his desire to reintroduce the Higher Education Reporting Relief Act (HERRA) in April, and there is potential to do the same in the Senate. Before becoming Speaker of the House in January, Representative J. Dennis Hastert (R-IL) joined his colleague Manzullo as an original cosponsor of the HERRA. AACC and ACCT continue to work diligently to convince lawmakers to repeal the Hope and Lifetime Learning Tax Credits reporting requirements.

Employee Educational Assistance

The Senate Finance Committee held a hearing on March 3, 1999 on education-related tax incentives in the 106th Congress. AACC and ACCT joined with other business, labor, and higher education groups in submitting testimony on behalf of the Section 127 Coalition, which has worked over the years to extend and make permanent the Employee Educational Assistance Act, Section 127 of the Internal Revenue Code.

Section 127 permits working adults to exclude from taxable income up to $5,250 in employer-provided undergraduate tuition assistance. Unless extended by Congress, this provision will expire after May 31, 2000. This provision, which has existed since 1978, enjoys broad bipartisan support in Congress.

Legislation introduced in the 106th Congress, H.R. 323, Representatives Sander M. Levin (D-MI) E. Clay Shaw, Jr. (R-FL) and S. 211, Senators Daniel Patrick Moynihan (D-NY) and William V. Roth, Jr. (R-DE), would extend and make permanent Section 127. President Clinton proposed extending Section 127, for one additional year, through June 1, 2001.

Welfare Reform

The Administration is not proposing any changes in the basic structure of TANF for fiscal year 2000. However, in his FY2000 budget, the President is proposing a new package of initiatives designed to ensure that those remaining on welfare rolls make a successful transition from welfare to work. These new initiatives focus on increasing the employment of low-income fathers. The President's $1 billion Welfare-to-Work initiative at the Department of Labor is designed to help 200,000 people find jobs. At least $150 million would be targeted for job training and job retention assistance programs to help fathers fulfill their responsibilities to their children by working and paying child support. Remaining funds would concentrate on long-term welfare recipients with the greatest obstacles to employment. Detailed legislation to implement this proposal is expected to be forthcoming shortly.

Additionally, the President's budget contains new Welfare-to-Work housing vouchers, transportation funds, and a one-year $530 million Welfare-to-Work Opportunity Tax Credit to encourage more employers to hire welfare recipients and other disadvantaged people.

While there is general agreement among members of Congress regarding President Clinton's commitment to provide more flexibility to states in implementing their welfare programs, House Republicans are organizing their own package of welfare changes for FY2000. No legislation has been introduced thus far in the 106th Congress. It is, however, anticipated that Senate Paul Wellstone (D-MN) will reintroduce the amendment he offered in 1998 to the Senate HEA reauthorization bill as part of a comprehensive piece of women's and children legislation titled the Women's Economic Security Act. It is not expected to be introduced as a stand alone bill, therefore, Senator Wellstone is looking for a vehicle (i.e. a tax bill or a small reform of the HEA) to which he can attach his proposal. This option will most likely present itself during the appropriations process sometime this fall.

Representative Nita Lowey (D-NY) also is expected to reintroduce the Postsecondary Adult Vocational Education Act, which would allow 24 months of postsecondary education to count as a permissible work activity. This legislation also would remove teen parents from the state vocational education cap, and make participation in a Federal Work-Study program count as a work activity under "subsidized public sector employment."

Several Republicans have already dismissed President Clinton's new $1 billion Welfare-to-Work initiatives based on data recently compiled by the Department of Health and Human Services (HHS) that shows a large surplus of welfare funds in several states. HHS estimates that more than $7 billion in federal funds still are available to states for welfare activities.

State officials from across the nation cite numerous reasons for the surplus in their federal TANF funds, including a booming economy, unemployment at its lowest rate in more than 25 years, and caseloads dropping more quickly than expected. Another factor contributing to the surplus is the vast decision-making authority several states have transferred to county officials, who have taken a significant amount of time to develop welfare and job training programs. Many states see their surplus funding as a reserve for a future economic downturn. Caseloads have dropped so fast, however, that many states are building much larger reserves than they

originally planned. During the 106th Congress, Congress will take a critically close look at these surplus funds and decide whether requirements on state shares of TANF funds should be adjusted to reflect decreasing caseloads.

Copyright in the Digital Environment

[The following points were included in comments filed with the United States Copyright Office on behalf of community colleges on February 5, 1999]:

Introduction

Community colleges have been pioneers in the use of analog and digital telecommunications technologies, including the Internet, to deliver education and training to students on-campus, across town, and across the country. Community colleges believe that the strength and vitality of the Nation's economy and its ability to compete in the global marketplace in the 21st Century hinges on an ever better educated and continually trained workforce. Colleges and universities are, in part, responding to this challenge and to the rapidly changing educational and training needs and learning styles of U.S. residents, through digital technologies and delivery systems. In the end, it is essential that the Registrar's recommendations to Congress strike the proper balance between the equally important and legitimate needs of learners and educators and the interests of copyright holders. Accordingly, we seek an outcome that fairly, reasonably and equitably facilitates the use of copyrighted works in the networked educational environment while according fair, reasonable, and equitable protection to copyright holders. The overall goal of community colleges in employing digital technologies is to enable their remote students to have access to the same instructional materials and activities that their classroom-based students have, with the caveat that adequate, reasonable, and affordable safeguards are in place to protect against the misuse of copyrighted works in a way that would harm the market for the works. A failure to strike the proper balance of interests will seriously inhibit distance education.

Distance Education

The term "distance education" has an expansive meaning. At its core, however, distance education means the delivery of instruction via one or more analog or digital telecommunications technologies to traditional and non-traditional students or learners who are separated from the instructor by distance and/or time. The hallmark of distance education is not miles, but the use of technology to mediate instruction in a classroom, library or computer lab on a college or university campus or in a student's residence, workplace, or other location physically removed from the originating site on campus. Instruction may be live or asynchronous, may be video or text, or multimedia based, or a combination. It may be interactive, and may be taken for credit as part of a degree or certificate of competency program, for a continuing education unit, to improve employability, or just for a student's personal enrichment. Distance education technologies are employed to offer programs in hundreds of disciplines, from complete undergraduate and degree programs, to non-credit short courses.

The majority of distance education students are the same students who receive their instruction in an institution's traditional classrooms. They must meet the same prerequisites and admission criteria as traditional on-campus students, but they need greater flexibility in

scheduling and/or location due to family or job-related time constraints, disability, and/or distance from the campus.

There is a clear national policy to promote distance education. This policy is reflected, in part, not only by this proceeding, but also by the Distance Education Demonstration Program that Congress recently authorized in the Higher Education Amendments of 1998. Earlier this week the U.S. Department of Education published a notice soliciting colleges and universities to apply to be demonstration sites. The Department notes that student demand for distance education programs has been steadily increasing throughout the country. Therefore, one of the purposes of the Demonstration Program is to "Provide for increased student access to higher education through distance education programs". Community colleges agree with the Department of Education's assessment that:

> This growth in distance education has occurred in response to increasing demand from students who are restricted in their ability to enroll in more traditional programs, including working adults, parents, people who live in rural communities, and students with disabilities. * * * The richness of the available technology has made the delivery of high quality distance education possible and desirable for many more postsecondary education programs and students.

Technologies Employed

Community colleges employ a wide variety of basic and advanced telecommunications technologies to serve their students, including, for example, one-way and two-way open or scrambled broadcast, cable and satellite delivery, fiber optic and microwave links, CD-ROMS, and the Internet. Some courses employ combinations of these technologies, but increasingly, higher education institutions are employing the Internet for delivery of courses because it is easy for students to access no matter where they happen to be. The Internet exponentially increases the amount of interaction between student and instructor and among students, a boon for a delivery method often incorrectly perceived as solitary. The full potential of distance education to meet the instructional needs of learners will be inhibited without reasonable modifications to copyright law.

Amendment of Section 110(2) of the Copyright Act

To create parity between classroom and remote student access to instructional material, community colleges urge the Registrar to recognize that the telecommunications technologies and types of works currently sanctioned for distance education delivery by Section 110(2) of the Copyright Act in 1976 are far too limited to "promote" distance education today and into the 21st Century. Rather, the law should recognize that all performances allowable in a traditional classroom should be permitted as well in distance education. Accordingly, we urge the Registrar to recommend to Congress that Section 110(2) be amended to permit the performance, display, copying, and distribution of any type of copyrighted work to students at distant locations over digital networks so that remote and traditional classroom students have the same access to

educational content delivered through display or performance. In short, performance of any type of copyrighted works allowed in a physical classroom should similarly be permitted wherever an enrolled distant student happens to be. Without this modification, the expanded educational opportunities afforded by the new technologies, including digital networks and the Internet, cannot be fully realized.

A Balanced Approach. As both owners and users of copyrighted works, community colleges share the concern of copyright owners about unauthorized copying and distribution of copyrighted works. In addition, community colleges are concerned with protecting the integrity of their classes and the integrity of the testing process. Faculty are encouraged to provide instructional material in the format most convenient to the student. In addition to creating courses exclusively for use in digital environments, instructors can create and post the same lecture notes, quizzes, assignments, and syllabi on-line that they provide in the classroom. The same text book used in the classroom setting generally is assigned to on-line students. Since the traditional textbook cannot conveniently be delivered on-line because it would require too much time and effort for the student to access and download page-by-page, and too expensive for the institution to acquire the state-of-the-art technology that is needed to fully appreciate textbook graphics on-line, distance education courses actually increase the number of textbooks that are purchased by students by increasing the number of students taking a course.

In light of these factors, community colleges believe that its proposed expansion of Section 110(2) to encompass display and performance should be conditioned on the use of protections by the college or university that can reasonably prevent easy downstream copying and redistribution. This may involve limiting access to enrolled students and the use of passwords and firewalls.

While institutions should employ technological safeguards if they want the full benefits of a modified Section 110(2), course protection does not require the level of sophistication needed to guard military secrets at the Pentagon. Thus, higher education institutions should be required to employ technology that provides reasonable and affordable protection against copying and redistribution, bearing in mind that the level of protection that is appropriate should reflect the economic value of the content. In other words, it is unlikely that a pirate will spend the considerable time and money needed to access Pysch 100 in order to be able to make unauthorized copies of copyrighted works. Where, however, an institution's delivery system does not provide such reasonable protection, a more limited scope exemption would be appropriate, provided there is an assurance against the potential of significant market harm from unauthorized reproduction or redistribution. This could be accomplished, for example, by limiting the conditions of performance; *e.g.*, permit distribution of a performance of a current dramatic work by students in a controlled setting.

Respect for Copyright. Community colleges further suggest that access to the benefits of a broadened Section 110(2) be conditioned on colleges and universities having in place institutional copyright policies for both faculty and students concerning the appropriate and permissible use of copyrighted works. Such policies and educational efforts should fairly and

accurately describe both the rights of copyright holders and the limitations on those rights embodied in the Copyright Act.

Fair Use

Community colleges urge that the Registrar's report to Congress include the recommendation that the fair use defense to a claim of infringement codified in Section 107 of the Copyright Act applies equally in the digital environment. Further, the Registrar should recommend that any distance education exemption should not be considered to be a preemption of or alternative to fair use. All uses by college and university faculty and students of copyrighted works in research, teaching, comment and criticism, whether in an on-line course or in a traditional classroom lecture, may be permitted under the fair use defense even if the use of the work is not permitted under Section 110(2) or other provisions of the Copyright Act. Student and faculty reproduction or other use of a portion of a copyrighted work in the context of an on-line course should be permitted as long as the use satisfies the four use elements enumerated in Section 107.

Licensing

Licensing is an important element of an overall resolution of distance education copyright issues and will continue to be part of the definition of the terms of use of copyrighted works. However, licensing is not and should not become an alternative to either a distance education exemption or the fair use defense. Community colleges share the concerns about licensing stated by Laura Gasaway of the University of North Carolina at Chapel Hill in her January 27, 1999 testimony in this proceeding that "[r]equiring licensing of lawfully acquired material that institutions may only want to display or perform could prove to be an economic burden on some institutions, and a transactional burden on all. More fundamentally, the power to license is . . . ultimately, the power to deny access to information, too great a shroud to place over distance education."

Moreover, while licensing protects the interests of copyright owners, we note that obtaining a license often can be very difficult. There is little consistency among copyright owners in the manner in which they want to be approached about licenses or their willingness to negotiate a license, and many colleges and universities providing instruction in technical and scientific areas have found that some materials are so obscure that it can be extremely difficult and time consuming to locate the copyright owner or to even know where to ask to obtain a license. While the Copyright Clearance Center ("CCC") often works well for obtaining copyright permission, it is not a complete answer. It can be difficult and, sometimes, almost impossible to determine ownership of a copyright, compounded by the fact that not all owners cooperate with CCC and others may refuse to license their works for digital delivery. A central one-stop database and clearinghouse would facilitate licensing where it is appropriate but, again, licensing must not become a replacement for a statutory regime incorporating a balanced distance education exemption and the availability of the fair use defense. A clearly stated and understandable regime is essential because most community colleges lack the budgetary

resources for full time intellectual property legal staff. Rather, community colleges devote their limited financial resources to fulfilling their educational mission.

Conclusion

From the earliest days of the Nation, copyright protection has been a carefully balanced mechanism that on the one hand promotes the creation of printed and visual works and, on the other hand, protects society's right to use those works. Over the years, that protection has been extended as new technologies expand the means of creative expression of ideas and information. But the Constitution's injunction to Congress to "promote the progress of science and the useful arts" was never construed by Congress or the courts to create a monopoly. The law has always recognized that society as a whole, and educators and students in particular, must have reasonable and fair access to copyrighted works if the Nation is to continue to flourish.

The transmission of ideas and information from one generation to the next is at the very core of the mission of colleges and universities. The education and library exemptions and the fair use defense of the current law reflect the balance between the rights of copyright owners and educational users of such works. This balance must not be abandoned merely because of a change in the way that educational services are delivered to students. In short, the education and library exemptions and the fair use defense in the 21st Century must be technology neutral, *albeit* paired with reasonable safeguards, if distance education is to be able to serve the instructional and training needs of all Americans.

[The following points were made in reply comments filed with the United States Copyright Office on behalf of community colleges on March 3, 1999]:

A Distance Education Exemption is Needed

Some commentors in this proceeding have argued that there is no need for either an update and broadening of Section 110 of the Copyright Act of 1976 or for the creation of a new specific distance education exemption to the Section 106 rights of copyright owners. They argue that all distance education needs can and are being met through licensing. Community colleges strongly disagrees that licensing should be the exclusive means for sanctioning the use of copyrighted works for distance education. Rather, it is the position of community colleges that the promotion of distance education requires the continued applicability of fair use as well as either modification of Section 110 or a new stand alone distance education exemption *in addition* to the licensing option. In 1976 Congress did not in any way condition or limit fair use or Section 110 rights on licensing. The Copyright Office should not break new ground now by recommending such a regime in this proceeding. Licensing in lieu of fair use and Section 110 would undo the time honored tradition of equitable balance between the legitimate rights of copyright owners and copyright users (including students and instructors), thereby frustrating the Constitution's mandate to promote science and the useful arts for the benefit of society as a whole.

In illustration of why licensing cannot be the sole mechanism for the use of copyrighted works in the distance education context, we note that over a recent six month period, one of the schools of Miami-Dade Community College on 50 separate occasions requested permissions from copyright proprietors to use their works in distance education courses. Only 11 responses were received from copyright proprietors and only four of those agreed to license their material. We believe that Miami-Dade's experience is typical of the experiences of other educational institutions, a conclusion buttressed by the statement of Utah State University in this proceeding. Licensing, even when available, is often a very slow process that can be extremely expensive. As a result of such delays, as well as the high percentage of lack of response to requests and denials, much educationally valuable and significant material is not available to distant learners even though it may be available to their on-campus counterparts. Accordingly, distance learning is not flourishing under the current copyright regime. Congress needs to reform copyright law to promote this increasingly important means of educational delivery.

Community colleges also reject the claim of some copyright proprietors that the delivery of lawfully acquired instructional materials via distance education systems has contributed to piracy of copyrighted works. While copyright proprietors may have legitimate concerns about the piracy of works used and distributed in the entertainment context, we believe that the facts simply do not support a conclusion of piracy in the distance education environment.

Principles of a Distance Education Exemption

Community colleges urge the Copyright Office to propose either a modification of Section 110 or a separate distance education exemption. Such legislative action should embody the following principles.

- An exemption would only be available for legitimate, serious educational purpose or activity. One of several possible measures of seriousness or legitimacy could be whether or not the provider is accredited. Another condition of access to the exemption could be a requirement that use of copyrighted works would be permissible only if the instructional material incorporating the work is part of a course of instruction.
- An exemption must be keyed to the location of the distance education students rather than being limited to a traditional classroom or classroom-like setting.
- An exemption must cover both synchronous and asynchronous delivery.
- An exemption must be in addition to fair use and the availability of licenses.
- An exemption must apply to all Section 106 rights and all types of works, rather than just the performance or display of nondramatic literary and musical works. The function and purpose of the exemption must be to give distance education instructors and students the same rights and access to works enjoyed under current law by instructors and students in traditional classroom settings, provided that protections against unauthorized downstream copying and redistribution are employed that are reasonable and appropriate in light of the nature of the work utilized.
- An exemption should be premised on the use of lawfully acquired works.
- While licensing may be part of an overall distance education regime, it should not be utilized in the digital environment to limit the rights and privileges that copyright users have historically enjoyed, such as fair use. Community colleges stress that licensing has always been viewed as an alternative but not a substitute for either fair use or the Section 110 exemption. It must not become a substitute in the digital distance education environment.

Student Aid Alliance

PRIORITIES OF THE STUDENT AID ALLIANCE

Last year, Congress reaffirmed its support of existing student aid programs through the reauthorization of the Higher Education Act. This year, the Student Aid Alliance urges Congress to fund proven student aid programs at higher levels so that they more effectively serve needy students. Together, these programs help students achieve their higher education goals without excessive debt.

The maximum Pell Grant should be increased by $400, to $3,525.

Pell Grants are the cornerstone of federal need-based student aid. Without them, millions of the neediest students would not go to college. Nearly four million students received Pell Grants in 1998-99. Their average family income was about $14,500. But the maximum award is worth just 86 percent of its 1980 value in constant dollars.

Supplemental Grant funding should be increased by $65 million, to $684 million.

The Supplemental Educational Opportunity Grant (SEOG) program helps bridge the gap between the authorized maximum Pell Grant ($4,500) and the appropriated level ($3,125). Colleges and universities match one-third of the federal SEOG funds--a cost-effective way to help students.

Funding for Perkins Loans should be increased by $35 million, to $135 million.

The Perkins program provides low-interest loans to needy students, keeping them in school and out of costly alternative loan programs. Institutions augment the federal contribution with a one-third match. Perkins loan forgiveness options have helped recruit thousands of law enforcement officers, teachers, and nurses. The Perkins federal capital contribution is now worth just 22 percent of its 1980 value in constant dollars.

Leveraging Educational Assistance Partnerships should be increased by $50 million, to $75 million.

The Leveraging Educational Assistance Partnerships (formerly SSIG) program encourages states to expand their own need-based grant programs by requiring them to make a dollar-for-dollar match. And if the federal appropriation for LEAP exceeds $30 million, the state must match each dollar two to one. States use these funds to support increased grant aid, transition to college programs, early intervention, merit scholarships for needy students, community service, and scholarship programs in specialized academic areas.

Federal Work-Study should be increased by $64 million, to $934 million.

Each year, the Federal Work-Study program helps 700,000 needy students earn the money to pay for college, through jobs on campus, in the community, and in the private sector. More than half of the recipients come from families with incomes less than $30,000. This self-help program encourages students to take responsibility, build solid work habits, and make contacts-skills that are crucial to their future employment. Institutions match federal funds by at least one-third, and often more.

TRIO should be increased by $70 million, to $670 million.

The TRIO programs are designed to help low-income and first-generation college students enter college, graduate, and get good jobs. Two-thirds of the students come from families with incomes of less than $24,000 where neither parent graduated from college.

Graduate programs should be increased by $25 million, to $56 million.

Graduate Assistance in Areas of National Need awards funds through a competitive program to help academic departments prepare graduate students for teaching and research. The Javits Fellowship is the only federal program that gives portable financial aid to graduate students in the arts, humanities, and social sciences.

Student Aid Alliance

MEMBERS LIST

- American Association for Higher Education
- American Association of Colleges for Teacher Education
- American Association of Colleges of Nursing
- American Association of Colleges of Pharmacy
- American Association of Collegiate Registrars and Admissions Officers
- American Association of Community Colleges
- American Association of Dental Schools
- American Association of State Colleges and Universities
- American Association of University Professors
- American College Personnel Association
- American College Testing
- American Council on Education
- American Society for Engineering Education
- APPA: The Association of Higher Education Facilities Officers
- Association of Academic Health Centers
- Association of Advanced Rabbinical and Talmudic Schools
- Association of American Colleges and Universities
- Association of American Law Schools
- Association of American Medical Colleges
- Association of American Universities
- Association of Catholic Colleges and Universities
- Association of Community College Trustees
- Association of Governing Boards of Universities and Colleges
- Association of Jesuit Colleges and Universities
- Career College Association
- Coalition for Christian Colleges and Universities
- Coalition of Higher Education Assistance Organizations
- College and University Personnel Association
- College Board
- College Fund/UNCF
- Council for Advancement and Support of Education
- Council for Higher Education Accreditation
- Council of Graduate Schools
- Council of Independent Colleges
- Educational Testing Service
- Hispanic Association of Colleges and Universities
- NAFSA: Association of International Educators
- National Association for Equal Opportunity in Higher Education
- National Association for College Admission Counseling
- National Association of College and University Attorneys
- National Association of College and University Business Officers
- National Association of Independent Colleges and Universities

- National Association of State Universities and Land-Grant Colleges
- National Association of Student Financial Aid Administrators
- National Association of Student Personnel Administrators
- National Collegiate Athletic Association
- National Council of University Research Administrators
- NAWE: Advancing Women in Higher Education
- The Council on Government Relations
- The Council for Opportunity in Education
- United State Public Interest Research Group
- United States Student Association
- University Continuing Education Association
- Women's College Coalition

Total: 53

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AMERICAN ASSOCIATION OF COMMUNITY COLLEGES

Legislative Update

March 24, 1999

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AACC's Home Page and this document on the Web: www.aacc.nche.edu/

Fiscal Year (FY) 2000 Funding

Community colleges face stiff challenges in obtaining FY 2000 funding increases. The primary obstacle is a strict overall cap on total congressional appropriations. This cap, agreed to in the 1997 law balancing the federal budget, mandates in FY 2000 an aggregate cut of more than one percent of all appropriated programs. Since substantial FY 2000 appropriations increases for the Department of Defense are clearly in store, deep cuts in at least some domestic programs loom. While it seems hard to envision Congress acting within this cap (which was circumvented in the FY 1999 endgame through the designation of $21 billion as "emergency spending"), the congressional leadership has recently closed ranks around the notion of adhering to it. However, a number of key appropriators, including both chairmen of the House and Senate Subcommittees on Labor, Health and Human Services, and Education Appropriations, have publicly stated that the cap needs to be raised.

Another challenge for community college advocates is that the attention of both the Administration and Congress in the politically salient area of education has abruptly shifted to K-12. This is partially because the major federal law affecting K-12 education, the Elementary and Secondary Education Act, is currently being reauthorized. In addition, for the last year President Clinton has advanced two high profile K-12 initiatives: one to lower class-size in grades one through three, and another to help finance school construction. The class-size initiative received a whopping $1.2 billion of new money in FY 1999, with $1.4 billion requested for FY 2000.

The Administration's FY 2000 budget for higher education and job training programs is a great disappointment. (The request is outlined in the accompanying table.) Although the Pell Grant maximum was increased by $125, to $3,250, a $449 million surplus in the Pell Grant program currently exists; as a result, President Clinton is actually requesting $241 million less for the program than was provided last year. Funding for other student aid programs was even less generous. In addition, the president is proposing to freeze spending on both the new child care program and the Basic State Grants program in the Carl D. Perkins Vocational and Technical Education Act, and is asking for less than an inflationary increase to Title III-A of the HEA.

In response to this situation, AACC is participating actively in the Student Aid Alliance, a broad coalition working to organize higher education to lobby on behalf of higher FY 2000 student aid appropriations and TRIO. The goal of the Alliance is to secure significant increases for all of these programs, capitalizing on the budgetary surplus, the recent reauthorization of the Higher Education Act, and the fact that student financial assistance remains highly popular politically. AACC encourages its membership to embrace and advance the Alliance effort. The Alliance project includes a Web site http://www.StudentAidAlliance.org, 1-800-574-4AID telephone number,

focus groups and polling to hone the message, and a color brochure to highlight its proposal. A summary of the Alliance's proposal follows.

One positive development in the funding area is that both the House Education and the Workforce Committee and the Senate Health, Education, Labor, and Pensions Committee have formally recommended to their Budget Committees that the Pell Grant maximum be increased by $400 in FY 2000. Also, appropriations subcommittee staff have already indicated that they expect to provide a greater Pell Grant maximum increase than the $125 proposed by the President. The Pell Grant program continues to garner wide bipartisan support, and the Senate Budget Committee has formally gone on record in support of providing a larger Pell Grant maximum than that asked for by Clinton.

AACC is scheduled to present testimony on April 15 before the House Appropriations Subcommittee on Labor, Health and Human Services, and Education. Deborah Floyd, President, Prestonsburg Community College, will be the AACC witness. AACC will continue to work with a number of legislators and their staff to increase funding in key priority areas: the Carl D. Perkins Vocational and Technical Education Act, Title III-A of the HEA, and the new child-care grant program created in the 1998 HEA amendments.

Priorities of the Student Aid Alliance

Last year, Congress reaffirmed its support of existing student aid programs through the reauthorization of the Higher Education Act. This year, the Student Aid Alliance urges Congress to fund proven student aid programs at higher levels so that they more effectively serve needy students. Together, these programs help students achieve their higher education goals without excessive debt.

- **The maximum Pell Grant should be increased by $400, to $3,525**. Pell Grants are the cornerstone of federal need-based student aid. Without them, millions of the neediest students would not go to college. Nearly four million students received Pell Grants in 1998-99. Their average family income was about $14,500. But the maximum award is worth just 86 percent of its 1980 value in constant dollars.

- **Supplemental Grant funding should be increased by $65 million, to $684 million.** The Supplemental Educational Opportunity Grant (SEOG) program helps bridge the gap between the authorized maximum Pell Grant ($4,500) and the appropriated level ($3,125). Colleges and universities match one-third of the federal SEOG funds--a cost-effective way to help students.

- **Funding for Perkins Loans should be increased by $35 million, to $135 million.** The Perkins program provides low-interest loans to needy students, keeping them in school and out of costly alternative loan programs. Institutions augment the federal contribution with a one-third match. Perkins loan forgiveness options have helped recruit thousands of law enforcement officers, teachers, and nurses. The Perkins federal capital contribution is now worth just 22 percent of its 1980 value in constant dollars.

- **Leveraging Educational Assistance Partnerships should be increased by $50 million, to $75 million.** The Leveraging Educational Assistance Partnerships (formerly SSIG) program encourages states to expand their own need-based grant programs by requiring them to make a dollar-for-dollar match. And if the federal appropriation for LEAP exceeds $30 million, the state must match each dollar two to one. States use these funds to support increased grant aid, transition to college programs, early intervention, merit scholarships for needy students, community service, and scholarship programs in specialized academic areas.

- **Federal Work-Study should be increased by $64 million, to $934 million.** Each year, the Federal Work-Study program helps 700,000 needy students earn the money to pay for college, through jobs on campus, in the community, and in the private sector. More than half of the recipients come from families with incomes less than $30,000. This self-help program encourages students to take responsibility, build solid work habits, and make contacts-skills that are crucial to their future employment. Institutions match federal funds by at least one-third, and often more.

- **TRIO should be increased by $70 million, to $670 million.** The TRIO programs are designed to help low-income and first-generation college students enter college, graduate, and get good jobs. Two-thirds of the students come from families with incomes less than $24,000 where neither parent graduated from college.

- **Graduate programs should be increased by $25 million, to $56 million.** Graduate Assistance in Areas of National Need awards funds through a competitive program to help academic departments prepare graduate students for teaching and research. The Javits Fellowship is the only federal program that gives portable financial aid to graduate students in the arts, humanities, and social sciences.

AACC Contact: David Baime, Director of Government Relations, extension 224.

Funding for Major Federal Higher Education, Job Training and Other Programs
($ in Millions)

DEPARTMENT OF EDUCATION (ED)	FY 1998 Appropriation	FY 1999 Appropriation	FY 2000 Request
Student Financial Aid Programs			
Pell Grants	7,344.9	7,704.0	7,463.0
Maximum Award	$3,000	$3,125	$3,250
Supplemental Grants	614.0	619.0	631.0
Federal College Work-Study	830.0	870.0	934.0
Perkins Loans Capital	135.0	100.0	100.0
LEAP (formerly SSIG)	25.0	25.0	25.0
Early Intervention Scholarships	3.6	0.0	0.0
GEAR UP	0.0	120.0	240.0
Workforce Development Programs			
School-to-Work Transition	200.0	125.0	55.0
Perkins Act Basic Grants	1,027.6	1,030.7	1,030.7
Tech-Prep Education	103.0	106.0	111.0
Adult Education-State Grants	345.3	365.0	468.0
Institutional Assistance Programs			
Strengthening Institutions	55.5	60.3	61.6
Hispanic Serving Institutions	12.0	28.0	42.3
Strengthening Tribal Institutions	0.0	3.0	3.0
Strengthening Alaska Native and Native Hawaiian-Serving Institutions	0.0	3.0	3.0
College Completion Grants [1]	0.0	0.0	35.0
Other ED Programs			
TRIO	529.7	600.0	630.0
International Studies	53.6	60.0	61.3
Fulbright-Hays	5.8	6.5	6.7
Learn Anytime Anywhere Partnerships	0.0	10.0	20.0
Campus-Based Child Care	0.0	5.0	5.0

[1] Proposed new program, currently unauthorized

Funding for Major Federal Higher Education, Job Training and Other Programs
($ in Millions)

Other ED Programs (continued)	FY 1998 Appropriation	FY 1999 Appropriation	FY 2000 Request
Urban Community Service	4.9	4.6	0.0
Minority Science Improvement	5.3	7.5	8.5
Fund for the Improvement of Postsecondary Education	25.2	50.0	27.5

DEPARTMENT OF LABOR	FY 1998 Appropriation	FY 1999 Appropriation	FY 2000 Request
Dislocated Workers	1,350.5	1,405.5	1,595.5
Adult Job Training	955.0	955.0	955.0
One-Stop Career Centers	163.3	146.5	149.0
Workforce Investment Act Youth Activities	871.0 [2]	871.0 [2]	1,000.0 [3]
School-to-Work Transition	200.0	125.0	55.0
Welfare-to-Work	0.0	0.0	1,000.0 [4]

NATIONAL SCIENCE FOUNDATION	FY 1998 Appropriation	FY 1999 Appropriation	FY 2000 Request
Research & Related Activities	2,545.7	2,809.0	3,004.0
Education & Human Resources	632.5	689.0	711.0
Advanced Technological Education Program	31.2	31.2	31.2

[2] Former Summer Youth Employment and Training
[3] Funding for Workforce Investment Act
[4] Proposed new program, currently unauthorized

Implementation of Higher Education Act and Negotiated Rulemaking

President Clinton signed the reauthorization of the Higher Education Act (HEA) on October 7, 1998 (PL #105-244), and implementation is generally proceeding smoothly. The Department of Education (ED) has moved swiftly to establish guidelines and application processes for the distribution of grant funds for a number of new programs that were created by the HEA amendments and received funding in Fiscal Year 1999. These include:

- GEAR UP: a new partnership program among colleges, secondary schools, and two additional public or private entities designed to encourage college participation for an entire class of students (beginning no later than seventh grade) in low-income areas. Funds can be used for a wide variety of mentoring, information, and counseling activities, as well as scholarships. States are to receive at least one-third of program funds, to be used for a number of purposes, including scholarships.

- Child Care Access Means Parents in School: authorizes grants to new and existing child care centers at institutions of higher education, with an emphasis on delivering services to low-income students.

- Demonstration Projects for Students With Disabilities: provides grants to institutions of higher education to support projects that provide technical assistance and professional development activities for faculty and administrators in order to give students with disabilities a higher quality postsecondary education.

- Learning Anytime Anywhere Partnerships: funds pilot projects to institutions of higher education and at least one other partner (that may include for-profit businesses or education entities) to develop new models of distance learning programs and to integrate technology more effectively into postsecondary education.

- Distance Education Demonstration Projects: grants the Department of Education authority to waive a series of Title IV student aid laws and regulations in order to accommodate distance learning programs. Frequently, the structure of distance learning programs precludes them from being eligible for Title IV federal student aid.

Further details about these programs can be obtained by contacting ED's Web site at: http://www.ed.gov or AACC's Web site at http://www.aacc.nche.edu/.

Community colleges have expressed great interest in all these new programs, especially the child care grants. Unfortunately, that program's $5 million initial

appropriation won't cover more than a tiny fraction of aggregate need. There are pockets of strong Congressional support for the program and hopefully the expected influx of applications will create a strong rationale for a substantial increase in funding next year.

The 15 distance learning waivers are expected to be awarded to a variety of types of institutions, making it likely that one or more community colleges will receive waivers. The waivers carry with them an extensive set of tracking and related reporting requirements, designed to enable ED to better evaluate distance learning programs.

AACC has also been integrally involved in the "negotiated rulemaking" process mandated by the reauthorization bill for all regulations issued to implement the Title IV federal student aid programs. Under negotiated rulemaking, interested parties are convened in an effort to reach consensus on proposed regulations. If such a consensus is generated, all parties at the table are expected to endorse the regulations when published. In this process, the Department of Education is only an equal party to each of the other negotiators. Each negotiating committee averages about 20 negotiators. AACC is represented on three of the committees: loan issues; student eligibility, program and refund issues; and institutional eligibility issues.

In general, the negotiations have been productive and lacked the controversy that characterized the negotiations conducted pursuant to the 1992 HEA amendments. However, some issues are proving to be extremely difficult to settle. These include new statutory provisions on refunds, which in some cases will create large Title IV repayment liabilities for students who drop out of school early in the payment period; the Student Right-to-Know Act, where the views of public community colleges and some senior institutions clash over how transfers are to be treated; and implementation of new provisions limiting student aid eligibility for certain offenses related to the possession and/or sale of controlled substances. On the latter topic, AACC and other higher education associations have made a great deal of progress in minimizing institutional responsibility for implementing the new requirements. However, nothing will be certain until the negotiations are concluded in late May.

Later this year, Congress is expected to consider a technical amendments bill to the Higher Education Act. Congressional staff have indicated that they want the negotiated rulemaking process to be concluded before acting on any such legislation.

AACC Contact: David Baime, Director of Government Relations, extension 224.

Welfare Reform

Temporary Assistance to Needy Families (TANF) funding was established as a block grant to states under the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, replacing the open-ended funding for Aid to Families with Dependent Children (AFDC). The basic block grant totals $16 billion annually through FY 2002, with the amount allocated to each state based on the state's welfare spending history. The grant provides additional funding for several other purposes such as bonuses for good performance, and reduced illegitimacy, grants to the territories and Indian tribes, supplemental grants, and a contingency reserve. Funds allocated to states remain available until spent.

The block grants for most states have proved to be more than the states could spend in the near term as AFDC and TANF caseloads dropped by 40 percent from 1994 to 1998. Consequently, many states have accumulated sizable unspent balances that are expected to grow in the next several years, although more slowly than in the past. As of the end of 1998, states had not spent about 25 percent of the overall TANF grants. States' unspent balances varied widely.

The Administration is not proposing any changes in the basic structure of TANF for FY 2000. However, in his FY 2000 budget the president is proposing a new package of initiatives designed to ensure that those remaining on welfare rolls make a successful transition from welfare to work. These new initiatives focus on increasing the employment of low-income fathers. The president's $1 billion Welfare-to-Work initiative at the Department of Labor is designed to help 200,000 people find jobs. At least $150 million would be targeted for job training and job retention assistance programs to help fathers fulfill their responsibilities to their children by working and paying child support. Remaining funds would concentrate on long-term welfare recipients with the greatest obstacles to employment. Detailed legislation to implement this proposal is expected to be forthcoming shortly.

Additionally, the president's budget contains new Welfare-to-Work housing vouchers, transportation funds, and a one-year, $530 million, Welfare-to-Work Opportunity Tax Credit to encourage more employers to hire welfare recipients and other disadvantaged people.

House Republicans are organizing their own package of welfare changes for FY 2000. However, no legislation has been introduced thus far in the 106th Congress. It is also anticipated that Senate Paul Wellstone (D-MN) will reintroduce the amendment he offered in 1998 to the Senate Higher Education Act (HEA) reauthorization bill as part of a comprehensive piece of women's and children legislation titled the Women's Economic Security Act. It is not expected to be introduced as a stand-alone bill;

therefore, Senator Wellstone is looking for a vehicle (i.e., a tax bill or a small reform of the HEA) to which he can attach his proposal. This option will most likely present itself during the appropriations process sometime this fall.

Representative Nita Lowey (D-NY) also is expected to reintroduce the Postsecondary Adult Vocational Education Act, which would allow 24 months of postsecondary education to count as a permissible work activity. This legislation also would remove teen parents without high school diplomas or a G.E.D. from the state vocational education cap, and make participation in a Federal Work-Study program count as a work activity under "subsidized public sector employment."

Several Republicans have already dismissed President Clinton's new $1 billion Welfare-to-Work initiative based on data recently compiled by the Department of Health and Human Services (HHS) that show a large surplus of welfare funds in several states. HHS estimates that more than $7 billion in federal funds still are available to states for welfare activities.

State officials from across the nation cite numerous reasons for the surplus in their federal TANF funds, including a booming economy, unemployment at its lowest rate in more than 25 years, and caseloads dropping more quickly than expected. Another factor contributing to the surplus is the vast decision-making authority several states have transferred to county officials, who have taken a significant amount of time to develop welfare and job training programs. Many states see their surplus funding as a reserve for a future economic downturn. Caseloads have dropped so fast, however, that many states are building much larger reserves than originally planned. The 106th Congress will take a close look at these surplus funds and decide whether requirements on state shares of TANF funds should be adjusted to reflect decreasing caseloads.

General Accounting Office Report Examining: the Role of Education in Welfare Reform

As a result of Senator Paul Wellstone's efforts to change the treatment of vocational educational in current welfare law, the conference report on the HEA instructed the Comptroller General to study the effectiveness of educational approaches and rapid employment approaches to helping welfare recipients and other low-income adults become employed and economically self-sufficient. The General Accounting Office expects to finish this report before the end of August. The study is expected to:

- provide a review of existing literature that examines welfare programs from 1988 to the present;
- examine both welfare recipients and low income, single parents at risk of needing assistance;

- compare programs that focus on "work first" and programs that provide a mixture of training and education coupled with job readiness and placement; and
- focus on research that is rigorous (quasi-experimental control groups).

AACC **Contact:** Gretchen Stanford, Legislative Associate, extension 216.

Workforce Education and Training

Although it took five years to approve new federal laws to overhaul the Job Training Partnership Act and the Carl Perkins vocational education law, the U.S. Departments of Labor and Education, as well as state and local governments, are moving quickly to implement the new laws. Among other things, these laws are intended to increase the accountability of federal funds appropriated for education and training, and to provide states with maximum flexibility in determining how their workforce education and training systems should be structured.

The process for developing regulations to implement the Workforce Investment Act (WIA)(PL 105-220) is nearing completion. On February 1, the Department of Labor forwarded its draft version of interim final regulations to the Office of Management and Budget (OMB) for its approval. OMB is still conducting its review of this document and is expected to offer its approval in the very near future, probably the first week of April. Once this occurs, the interim final regulations will be published in the Federal Register and interested parties will have 90 days to provide comments. Once published, these regulations will be posted on AACC's Web site at http://www.aacc.nche.edu. In addition, summaries of the WIA are available on the AACC Web site at http://www.aacc.nche.edu/leg/legisu/workforce/workforc.htm.

The implementation of the Carl D. Perkins Vocational and Applied Technology Act (PL 105-332) is proceeding much differently. The law provides states with a great deal of flexibility in spending vocational education dollars. The U.S. Department of Education has stated that it does not intend to issue formal regulations to implement this law. Instead, the department is providing memoranda to states that include guidance on how they should proceed, and details about how to submit state plans. Copies of these Department of Education documents are available on their Web site at http://www.ed.gov/offices/OVAE/tahome.html. Generally, states must submit their new state plans by April 12, 1999, but in some instances states will have until May 15.

Summaries of the law and other information about the Perkins Act are available on the AACC Web site at http://www.aacc.nche.edu/leg/legisu/voced/voced.htm

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National Science Foundation

The National Science Foundation's (NSF) primary financial commitment to community colleges is through the Advanced Technological Education (ATE) program. Designed exclusively for associate degree-granting institutions, the ATE program promotes improvement in advanced technological education through the support of curriculum development and program improvement, and by targeting technicians being educated for employment that requires the use of advanced technologies. Such technicians typically earn an associate degree in engineering or science technology that qualifies them for immediate employment or for transfer to a four-year institution.

Since its inception in 1994, the ATE program has awarded more than 160 grants to improve the quality of advanced technological education in science and engineering fields, and the basic mathematics and science core underlying these programs. In addition, 11 Centers of Excellence have been established to focus primarily on systemic approaches to technician education within specific disciplines. The FY 1999 awards support continued funding for nine centers, 30 continuing projects, two renewal centers, 37 new projects and four special projects.

The Administration's FY 2000 budget for the National Science Foundation requests $31.15 million for the ATE program (level funding from FY 1999). The Education and Human Resources Directorate, which funds other important programs to community colleges, receives a 3.2 percent increase, to $711 million, in the president's FY 2000 budget.

Advanced Technology Education Grants for Fiscal 2000

The National Science Foundation is inviting proposals under three programs within its Division of Undergraduate Education (DUE) for Fiscal 2000. *Deadlines:* April 14 for ATE project preproposals; May 1 for recommended preproposals for Collaboratives for Excellence in Teacher Preparation projects; and June 7 for formal proposals for Course Curriculum and Laboratory Improvement projects. For more information about eligibility and funding, contact the DUE information center at (703)306-1666 or email, undergrad@nsf.gov/her/due/start.htm and http://www.nsf.gov.

AACC **Contact:** Gretchen Stanford, Legislative Associate, extension 216.

International Education

International education programs at the Department of Education are authorized under Title VI of the Higher Education Act (HEA) and the Fulbright-Hays 102(b)(6) program. The president's FY 2000 budget proposes a modest increase for international education programs. The president requested an increase of 2.2 percent, to $61.32 million, for domestic HEA Title VI and Foreign Language programs.

The following international education activities are included under these programs: undergraduate international studies and foreign language programs; international business education projects and centers; American overseas research centers; language resource centers; and foreign language and area study fellowships.

The Administration's request for $6.68 million in FY 2000 for the Fulbright-Hays study program, the overseas component of these activities, is a slight increase from its FY 1999 appropriation of $6.54 million. The combination of these two programs will fund approximately 443 grants to institutions of higher education and directly support 955 individuals through fellowship and projects.

The Administration's budget request for the USIA, which will be reorganized under the State Department in FY 2000, is an increase of $9.8 million over its $200.5 million appropriation in FY 1999. This includes a $8 million increase, to $105.9 million, for Fulbright Academic Exchanges, and $104.4 million for other exchange programs and support.

The Senate Appropriations Subcommittee on Labor, Health and Human Services, and Education, which appropriates funding for international education programs, has scheduled hearings to consider relevant FY 2000 appropriations requests during the second week of April. USIA's FY 2000 funding was discussed during the March 24 hearing of the Senate Appropriations Subcommittee on Commerce, Justice, State and the Judiciary.

AACC **Contact**: Gretchen Stanford, Legislative Associate, extension 216.

Technology and Telecommunications

Copyright

On October 28, President Clinton signed into law the Digital Millennium Copyright Act (PL 105-304). The law concerns community colleges because of its

implications for fair use in the digital environment and the potential liability of online service providers for violations of copyright incurred over their networks.

The law instructs the U.S. Copyright Office of the Library of Congress to complete a study to provide recommendations to Congress on how to structure copyright law in the digital environment. The law states that the Copyright Office must submit its findings to Congress six months from the date the law was signed by the president, or April 28.

The Copyright Office asked interested parties to submit formal comments by February 5 on how copyright law should apply to the digital environment. The comments submitted by AACC are available on the AACC Web site at http://www.aacc.nche.edu/leg/legisu/telecom/DN9812A.htm. AACC has requested that the study note that U.S. copyright law should be changed to create parity between classroom and remote student access to instructional material. In short, performance of any type of copyrighted works allowed in a physical classroom should similarly be permitted in distance learning environments. AACC's comments also note that the law must strike the proper balance between the equally important and legitimate needs of learners and educators and the interests of copyright holders.

In addition to the submission of formal comments, the Copyright Office also held hearings in Washington, D.C., Chicago, and Los Angeles to hear testimony on how copyright law should apply in the digital environment. D. Roe Darnell, president of Cerro Coso Community College (CA), testified at the Los Angeles hearing on behalf of AACC.

Online Service Providers

Community colleges are considered to be online service providers (OSP) for the purposes of this law because the definition of OSPs includes institutions that provide online services or network access. The law provides an important exception for the liability of OSPs regarding copyright circumvention by users of its network. The law lists "safe harbors" through which institutions will not be liable for copyright infringements. These include passive transmission, the temporary storage of infringing material on the system, user-stored information, linking or referring users to other online sites that may include violations of copyrighted material, and misrepresentation of materials provided to the institution. Generally speaking, OSPs are not liable for copyright infringement if they are not aware the violation is being committed. However, if an OSP learns that a copyright violation has been committed, it is obliged to take appropriate action to remove or disable access to the offending material.

AACC Contact: Dave Buonora, Senior Legislative Associate, extension 249.

Educational Assistance Through Tax Policy

The Taxpayer Relief Act (TRA) of 1997 established the Hope Scholarship and Lifetime Learning tax credits to provide tax relief for higher education expenses. This tax-filing season is the first time students will be able to claim these credits on their taxes. The law requires colleges and universities to file with the IRS a new form *1098-T, Tuition Payments,* for all "students who are enrolled in the institution for any academic period beginning in 1998," so that individuals may claim these tax credits. These requirements are detailed in IRS Notice 97-73. Colleges were required to send a copy of this form to every qualified student by February 1, 1999, and send the same information to the Internal Revenue Service by March 1, 1999.

A properly completed Form 1098-T must include:

- the name, address, and employer identification number of the educational institution
- the name, address, and social security number of the student
- an indication as to whether the student was enrolled for at least half the full-time academic workload during any academic period in 1998, and
- an indication of whether the student was enrolled exclusively in a graduate level program.

For 1998, the IRS is not requiring that colleges report the name, address, and social security number of an individual whom the student certifies would be claiming him or her as a dependent. IRS is also not requiring that colleges report the amount of tuition and related expenses received from or reimbursed to students in 1998. However, both of these are probable future requirements because the provision of this information is included in the law.

Last year, AACC supported House and Senate bills, introduced by Representative Donald Manzullo (R-IL) and Senator Susan Collins (R-ME) respectively, that would have repealed all the reporting requirements associated with these tax credits. Although neither of these bills became law, the IRS did issue guidance last year lessening the reporting burdens on institutions from that included in the statute. Getting the reporting requirements totally repealed will be an uphill battle. Many Members of Congress and the Internal Revenue Service are concerned that there will be extensive misreporting associated with the tax credits if there are not sufficient institutional reporting requirements to ensure that only qualified individuals receive them. The Congressional Joint Committee on Taxation and the Treasury Department have projected that repealing all of the reporting requirements would cost the government $9 billion over five years. Nevertheless, given that the benefit of the two

tax credits accrues directly to individual taxpayers and not institutions, AACC believes that community colleges should not be placed in the legally perilous and costly position of monitoring enforcement and compliance. AACC will continue to vigorously support efforts to repeal these reporting requirements in the 106th Congress. Congressman Manzullo will re-introduce his bill to repeal the reporting requirements sometime in April.

For more information about the reporting requirements go to http://www.aacc.nche.edu/leg/HOPE/hope.htm.

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Future Federal Policy Issues Facing Community Colleges

A multitude of public policy challenges and opportunities face community colleges as we approach the next millennium. As we prepare for the second century of the community college movement, we should give pause to reflect not only upon our current policy priorities, but question what we as a sector want federal policy to look like in the future. The following is provided as a guidepost to a number of likely policy questions that will affect federal initiatives in the next century and those to which we should consider responding proactively.

Student Indebtedness – Despite increases in the Federal Pell Grant maximum, real purchasing power has declined. Additionally, Pell and other need-based aid programs have been increasingly targeted to the most needy. These two trends have helped increase the level of student indebtedness and led to a growing "loan-to-grant" imbalance for many students. How should we respond to these trends in terms of how we as a sector advocate on behalf of students and serve the ever-changing needs of our communities?

Tax Credit Inequities – Hailed as major innovations in federal student policy, the Hope Scholarship and Lifetime Learning Tax Credits have opened the floodgates for questions focusing on the nature of federal student aid and alternative methods for financing student participation in higher education. In addition to the reporting requirement burdens currently confronting our institutions, tuition tax credits raise fundamental questions regarding both the equitable distribution of federal student aid benefits and the very nature of those benefits in the future. How should we respond to these challenges and do better for those students who are unable to benefit from tuition tax credits?

Education and Training Incentives – The tuition tax credits also have rekindled discussion surrounding national education and training incentives. Proposals to create federal tax incentives encouraging private sector investment in education and training have been around for several years. The Administration in January reopened this debate with proposals focusing on federal investments promoting high skills and assisting more working Americans to gain access to postsecondary education and training. Given the wealth of partnerships that exist between community colleges and employers, and our emphasis on workforce and economic development, what types of federal education and training incentives would best benefit our communities and area employers?

Technology – During debate in Congress over the 1996 Telecommunications Reform Act, several attempts were made to convince lawmakers to include community colleges as eligible entities for reduced or preferential interconnection rates to the information superhighway. The argument focused on the community-based nature of our institutions and the fact that, in many areas of the country, community colleges function as secondary schools – a sector highlighted by the Administration as priority recipients for Internet connectivity. Given the high costs of technology and interconnection, and the fact that the digital industry is in the midst of profound change and redefinition, what federal

policy priorities should we emphasize that both maximize community colleges' use of the Internet and distance education media?

Privacy – As we move toward a more seamless, customer-driven electronic delivery system, issues of individual privacy are becoming increasingly more relevant and of higher priority. The federal government's emphasis on performance-based organizational principles and the recently unveiled initiative ACCESS AMERICA (which connects all federal agencies through an electronic one-stop customer service center) has intensified fears that individual data will be shared indiscriminately across the information superhighway. As both providers of electronic services and participants in the electronic marketplace, issues of privacy and the potential for liability loom large for community colleges. How should we address the issue of privacy and how can we protect both our customers and our communities from legal jeopardy?

Copyright – As in the privacy issue, electronic media make it virtually impossible to restrict access to copyrighted materials and ensure that copyrighted holders receive both the recognition and monetary compensation to which they are entitled. How should we approach this issue in a way that both encourages the creation and sharing of intellectual property for educational uses and protects faculty, students, and our institutions?

Remedial Education – Recent and partially successful attempts by New York City Mayor Rudolph W. Giuliani and his allies to restrict remedial education courses at CUNY and SUNY institutions should serve as wake-up call for all community colleges about the political stakes surrounding remedial education. If community colleges are to continue their mission to serve their communities via an open door, shouldn't we seek strategies to address the factors that contribute to need for remedial education and which lessen our vulnerability to the politics of blame and scapegoating? Could we not also free up financial resources that could be redirected to serving our communities in new and beneficial ways?

Welfare Reform – The Welfare Reform Act of 1996 overhauled federal welfare programs and gave states an enormous amount of latitude in program design and administration. Since passage of the welfare reform law, community colleges have continued to support legislation to expand the law's limits on the amount of education and training that can be counted as "work" for the purposes of determining the state's work participation rate. With the responsibility for determining and administering welfare benefits now resting squarely with the states, we should consider whether we should concentrate our efforts on effecting major changes in the federal statute, (which likely will continue), or whether we should place greater emphasis on state actions, since this is where the real locus of decision-making now reposes.

Accountability – Congress and the states are looking more and more at increasing accountability in the public sector. Performance-based funding is working its way around state houses and is talked about increasingly in Washington. There were efforts to tie performance and accountability standards to the Workforce Investment Act and Higher Education Amendments during the last Congress. How should we approach

issues of accountability and resolve questions of top-down and bottom-up performance criteria and assessment?

Accreditation- The nature and relevance of institutional accreditation is being questioned with increasing frequency – both because the nature of how community colleges are serving their communities is changing and in response to increasing scrutiny from policymakers concerned with issues of accountability and assessment. Several regional accrediting bodies either have or are positioning to adopt alternative criteria that allow institutions a choice under which criteria they are evaluated. Additionally, federal policymakers continue to voice frustrations with the accrediting process, which they view as a self-policing exercise that cannot assure accountability involving federal funds. Because accreditation and governance are inseparably intertwined, how should we address questions of accreditation, allay federal policymakers' concerns about accountability, and assure continued independence and autonomy of mission and purpose?

CITY COLLEGE OF SAN FRANCISCO

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Welfare Reform and Workforce Development

I am responding to the article that appeared in the **San Francisco Chronicle** on **April 7, 1999** entitled "Low Skills Hamper State Welfare Reform". My quick response is to the ask the rhetorical question, "Hello?, Where have you been? We needed a study to tell us what people in the education and training business have been saying all along." Yes, welfare reform has worked. The numbers are impressive. Nationally, the caseload decline has gone from 14.1 million in 1993 to 7.6 million today and clearly this has helped an enormous number of people take the first step towards self-sufficiency. However, there are two sides to the story. Working doesn't necessarily ratchet people out of poverty. The working wage for welfare recipients is significantly at the low-end. Take away child care support and food stamps assistance which happens as the clock moves forward, and we still have a major problem on our hands. To avoid a social and human service "train wreck" both the public and private sector need to continue to provide direct support for on-going education and training and childcare services. Quality jobs (versus dead-end/low-paying jobs) lead to improvement in the quality of life and opportunities for the future. Without this commitment, the welfare reform initiative may in fact be creating a permanent and significantly large underclass whose overall status is continually threatened by the ups and downs of our economy.

In terms of the lack of success in serving the "hard-to-serve" and the low-skills issue, we tried at every level during the debate on welfare reform to suggest that a "cookie-cutter" approach to reform was short-sighted. As the article correctly points out, "Four out of 10 adults on welfare in California have very low skills, meaning that many in this group have trouble doing rudimentary tasks". This is precisely the reason why community college educators across the country argued (unsuccessfully) that we needed more time to provide these folks with quality training for quality jobs. By limiting vocational training to just 12 months, the federal government disregarded the characteristics and profile of the hard-to-serve.

Given the time limits on training, community colleges have adapted their training programs (time-shortened and flexible skills training, on-the-job training, and job-readiness training). Frankly, our early successes were due in large measure to the people we were training, i.e., their readiness and ability to benefit. As we move ahead to address the needs of the very low skilled and hard-to-serve, the issue of time limitations on training needs to be addressed if our "public" expects to see the same results. Senator Paul Wellstone (D-Minnesota) last year was the lone voice in Congress trying to bring this problem to the attention of the public. He was arguing for an increase from 12 to 24 months to provide an opportunity for community colleges across the country (60% of welfare recipients are currently getting their

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DR. PHILIP R. DAY, JR., CHANCELLOR

training in public community colleges), to have more time to accommodate our low-skilled and hard to serve clients. Congress's response was to study the issue.

Senator Wellstone will be reintroducing his critical piece of legislation (in some form) in the upcoming months. His legislation needs to be supported if we ever hope to reduce the welfare rolls even further. Frankly, our economy needs all the man/womanpower it can get, particularly if it's a well-skilled workforce that can contribute to continued growth and prosperity. Most economists agree that a critical element of the economy's future success hinges on our ability to match labor demand and labor supply. We are seeing early indicators of problems on the horizon. In fact, since 1992, growth in labor demand has been at the level of 10.6% while labor supply has logged in at 7.3 %. From 1996-2006, the percentage of workers ages 25-34 will shrink 9%, and those 35-44 will slip 3%. Advances in technology and in manufacturing/production processes have helped offset the gap, but the future challenge we face in this regard, may not be quite as easy to overcome.

Nearly 42% of welfare recipients do not have a high school diploma compared to 19% in the general adult population. California has 51,550 students drop out of school every year. This is a historic problem not just a current statistic. Eighty percent of the people who are incarcerated in prisons throughout this country are high school drop-outs. Each class of dropouts cost the country $240 billion of lost income and taxes over the lifeline of the students and another $10 billion in taxpayer support to pay for crime, drugs, prison and welfare expenses for each class of student dropouts.

No one said it would be easy to move folks off welfare into good paying jobs, but the restrictions that have been put on the education and training elements of this reform are not only shortsighted and unrealistic, but are not cost-effective. The community colleges can do the work needed to provide quality training and good jobs, but we need more flexibility, more time, and more resources to assist these hard-to-serve very low-skilled individuals. They deserve a second chance, and with Senator Wellstone's legislation, we can have a viable opportunity to provide it.

If we fail to provide a bridge for the working poor to cross-over into the mainstream of our economy and society, the 21st century workforce will be ill-prepared to contribute to the country's growth and global competitiveness. In ***Workforce 2020***, the authors speculate that "America with a large number of workers who are unemployable or capable of working in the most menial low-wage jobs will be an America fraught with social tensions and burdened by expensive demands on social/human service programs. Upward mobility in the labor force depends quite simply on, access to and success in education". Enough said.

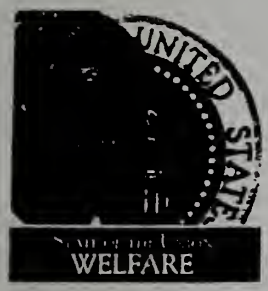
Dr. Philip R. Day, Jr.
Chancellor
City College of San Francisco

As caseloads drop, politicians debate how to boost the earning power of the working poor

Pushing the Limits Of Welfare Overhaul

By Sue Kirchhoff

SALEM, Ore. — Despite a telltale crowd of anxious families milling about its waiting room, this warren of gray desks is no longer a welfare office. It has been transformed into a "self-sufficiency and opportunity" center with one overriding mission — to steer people toward jobs and away from government assistance.



From the day individuals apply for welfare at this state social services agency, officials make it clear that most are expected to find a private sector paycheck instead.

Lecturing at a near-shout in one of the center's job training classrooms, case manager Dave Van Wormer warns his somber audience that they, not the government, bear the burden for improving their lot.

"Is unemployment hard?" he asks.

A dozen men and women nod their heads.

"Is it hard all the time?" he continues, providing his own, pointed answer: "Not on a Friday when the sun is shining and you want to go fishing. That's the problem."

The combination of "tough love" and a booming state economy have had an immense impact. Fully 85 percent of those who come into this north Salem office seeking monthly cash benefits never get on the rolls. Most are directed to jobs, though nearly all get some state or federal aid including child care, food stamps and Medicaid health care.

Oregon, which independent studies show has one of the nation's most effective systems for moving people into jobs, has cut its welfare caseload nearly 60 percent since 1994.

The progress has generated much satisfaction but has also sparked a debate about the next step. State officials argue that one of the keys to further reductions in welfare is for Washington to give them more authority. The state has asked the Clinton administration to let it impose work requirements under the federal food stamp program, which is currently an individual entitlement.

Advocates for the poor suggest that the focus on caseload has masked the hard fact that many moving off welfare into minimum wage jobs are still in poverty. They want Congress to provide more money and closely monitor states.

Welfare rolls across the country have fallen 44 percent from 1993 to September 1995. The drop has politicians crowing that wide-ranging state experiments and a landmark 1996 federal welfare law (PL 104-193) have brought about fundamental change. *(1996 Almanac, p. 6-3)*

"Here's some good news: In the past six years we have cut the welfare rolls nearly in half," President Clinton boasted in his Jan. 19 State of the Union address. *(CQ Weekly, p. 201)*

The results are clearly better than predicted when Clinton signed the law, which ended a six-decade entitlement to welfare and limit-

CQ PHOTO / SCOTT J. FERRELL

Linda Hernandez, 23, a former welfare recipient, now works at the Oregon Health Plan in Salem.

ed benefits in five years. They are so broad in fact that it sometimes seems the biggest welfare controversy is over who should get credit.

Oklahoma Republican Gov. Frank Keating in a Jan. 30 radio address, complained that GOP governors, not Clinton, deserved plaudits. "Welfare reform comes from the states, not Washington."

Beneath the applause can be heard some rumblings of unease and disagreement. While they are not proposing changes in the basic structure of the 1996 law, Clinton and many Democrats believe the government must do more not just to reduce caseloads, but to increase recipients' income.

In a sign the welfare issue may play in unexpected ways, former New Jersey Sen. Bill Bradley (1979-1997), seeking the 2000 Democratic presidential nomination, has criticized the Clinton administration for ending the entitlement to benefits.

To improve earnings, Clinton's fiscal 2000 budget proposes $1 billion to extend a welfare-to-work training program and focus on fathers who agree to pay child support. It would provide hundreds of millions in new funds for transportation and housing subsidies and tax credits to companies that hire welfare recipients. The White House wants to further restore health and cash benefits to legal immigrants cut off the rolls under the 1996 law and is also proposing to increase child care tax credits for low-income workers. (1997 Almanac, p. 6-31; CQ budget coverage, p. 290)

"The area where the administration believes additional investment is needed is child care for working families. Not so much for those leaving the rolls, but low-income struggling families holding on to jobs," said Olivia A. Golden, assistant secretary for children and families at the Department of Health and Human Services.

House Republicans, pulling together their own package of welfare changes, agree with some White House recommendations, but generally seek more flexibility for states and are mulling a change in the amount of money governors are required to put up to receive federal funds. Some, such as Ways and Means Committee Chairman Bill Archer, R-Texas, want to focus on programs that teach conservative values such as abstinence from premarital sex.

Others dismiss Clinton's call for additional money, complaining that states are sitting on billions in unspent funds. House Republicans in 1998 considered cutting welfare assistance.

"There are more than $7 billion in federal funds still available to states for welfare-to-work activities," said House Education and the Workforce Committee Chairman Bill Goodling, R-Pa.

The 1996 law gave states an annual $16.4 billion block grant and broad latitude to design their own programs. To move welfare mothers to work, it provided $13.9 billion in annual child care funds through fiscal 2002. Participants were required to work after two years. By fiscal 2002, 50 percent of recipients are to be in jobs. Nearly all participating states have met the work requirements for single-parent families.

The results to date are optimistic, but analysts caution against reading too much into the numbers. The extent to which the caseload decline is due to a soaring economy is still an open question. Experts also ask whether states have "diverted" needy recipients from welfare by making them endure long waiting periods or by simply giving them one-time cash payments.

"One of the things the [available data] is telling you is that half the people leaving welfare are leaving with earned income. It does make you wonder what's the situation of the others," said Sandra H. Venner, program director of family economic security at the Tufts University Center on Hunger, Poverty and Nutrition Policy.

Caseload reduction is beginning to slow as states get down to hard-to-place individuals.

Further, the welfare changes may have had side effects, such as discouraging people from applying for food stamps and Medicaid. Advocates for the poor and Agriculture Department officials are battling New York City Republican Mayor Rudolph W. Giuliani, charging the city has not complied with laws designed to quickly move poor people onto the food stamp rolls.

"The concern was that states, in their zeal to implement welfare reform, were actually preventing people from applying," said Phil Shanholtzer, spokesman for the Agriculture Department's Food and Nutrition Service.

Looking to States

Oregon has been experimenting with welfare for years. Through trial and error, the state has developed a system that moves individuals into full-time jobs that pay an average $7 per hour.

A May 1995 study by the Manpower Research Demonstration Corp., which analyzes social programs for the disadvantaged, found Portland's welfare-to-work program was among the best it had evaluated in terms of getting people to work at higher than minimum wages and keeping them there. Because the state passed its current welfare law in 1995, before the federal act took effect, it does not fall under the five-year time limit. Oregon imposes a maximum 45-day "assessment" period before recipients can receive monthly benefits, which average $503. Individuals can lose welfare in as little as five months if they do not cooperate.

It is unclear how much Oregon's welfare law has reduced poverty. Studies say that as much as 55 percent of the state's success can be attributed to the buoyant job market.

But it has clearly changed the system. The north Salem welfare office, on the outskirts of the capital city, combines the zeal of a revival tent with the experimentation of a start-up firm.

Caseworkers no longer simply check income data to determine whether applicants qualify for benefits. Describing themselves as employment counselors, they design "work strategies," have formed a team to develop new training programs and are marketing workers to nearby businesses.

Like a business focusing on its bottom line, there is constant attention to the figures — in this instance, caseload. Staffers worry that any unexpected surge in applications might increase the numbers at month's end.

Karen Frackowiak, north Salem operations manager at the Adult and Family Services branch, said that until recently the state concentrated on helping welfare recipients who seemed most likely to succeed, ignoring those who were difficult to place or who might end up as "drawer people," a name given to individuals whose cases might languish in the files for years.

"In the past we designed all these programs to fix people's barriers. We gradually learned the labor market could fix many of them," she said.

Now the office functions as a recruiting center for nearby companies, such as Telemark Inc., a telemarketing firm in Wilsonville, 35 miles away. The company, which has a high turnover, has even joined with other firms to provide free bus services.

One who moved from welfare to Telemark is Donna McIlree [illegible], a

mother of two who had a college degree but no recent work history. She has been with the firm more than a year and has been promoted.

"Welfare to me was a secure cushion," she said, explaining her initial reluctance to leave the system.

Along with the success stories come horror stories of people who say that instead of being flexible, Oregon's system is confusing and gives caseworkers too much autonomy.

Dennis and Rebecca Schaefer and their two children were temporarily camped in a hotel room in the Portland suburb of Beaverton in November after both lost their jobs and their home.

They moved five times in a month. Expecting the state to step in with aid, they instead found themselves lost in a bureaucracy, unsure what help was available or how to apply.

"The main thing we're concerned about now is getting our life back. This life is doing what people tell us to do so we can be together as a family," Dennis Schaefer said. They have since found an apartment, and Dennis Schaefer now works part-time at a grocery store.

Stories such as the Schaefers' give rise to skepticism about the success of welfare "reforms." Kathy Bethel, program director of the Snow-Cap Community Charities in east Portland, said aid requests doubled in the past year.

"We've just shifted it. We have people off food stamps, we have people back to work, but we're losing," Bethel said. "The overwhelming boost [is among] families that have left welfare and are going to work."

As the rolls decline, officials are focusing on treatment for drug and alcohol abuse — a problem affecting half of those in the system. About a third of those left on welfare are children living with relatives or parents who are disabled or unlikely to work.

"The next step for me is . . . what can we do to enable people who've moved into their first job, to get them a better job," said Gary K. Weeks, director of Oregon's Department of Human Resources.

An example of that push is Linda Hernandez, 23, a mother of four, who has moved from welfare to a job answering phone queries at the Oregon Health Plan, the state's Medicaid program. After state officials saw her and other welfare recipients struggle, they assigned a special caseworker to work in the office.

The intensive supervision has helped her advance in her job. Hernandez, however, is finding out what other former welfare recipients already know. As the income of a typical family of three increases above $5 an hour, it begins to lose eligibility for government subsidies. Even though wages increase, families may end up with less income.

Officials in Oregon and other states admit even the best programs are no guarantee that individuals who move off welfare will move out of poverty.

Some experts said the nation must discuss new steps for attacking poverty, but said the welfare law should not be expected to carry the burden.

"I don't think it's fair to expect welfare reform to end poverty," said William Waldman, executive director of the American Public Human Services Association, which represents state social service agencies. "But a lot of the evaluations that are being done are being [illegible] on that [illegible]" ◆

CQ PHOTO / SCOTT J. FERRELL

Karen Frackowiak, north Salem operations manager at Oregon's Adult and Family Services, stands by boxes that hold the files of thousands of welfare cases that have been closed.

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February 8, 1999

States Declining to Draw Billions in Welfare Money

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- Join a Discussion on Welfare

By ROBERT PEAR

WASHINGTON -- Billions of dollars in federal welfare money is piling up in the Treasury, unused by state officials, who won control of the money in 1996 by arguing that they knew best how to spend it for the benefit of poor people.

More than half the states failed to use the full amounts of their federal welfare grants last year, federal and state officials say. Data compiled by the Department of Health and Human Services show that states had an unused balance of $3 billion, out of $12 billion made available in the first nine months of last year.

In addition, several states, including Ohio and Mississippi, passed up the opportunity to get extra federal money from the Labor Department to help move long-term welfare recipients into jobs.

State officials said the number of people on welfare had dropped much faster than they expected, making it difficult for them to use all the federal money they were entitled to. While a few states have been innovative, many have been slow to develop new welfare programs since responsibility shifted from the federal government to the states.

In addition, some states are saving money for use in a recession. States can allow

money to accumulate, and draw it when their needs increase.

The latest federal data show that West Virginia, one of the poorest states in the nation, had an unspent balance of $72 million, representing 65 percent of its annual federal grant under the new welfare program, known as Temporary Assistance for Needy Families.

"We are aggressively looking for ways to use this money," said Shana Phares, a spokeswoman for the West Virginia Department of Health and Human Resources. "We are keenly aware that if we don't spend the money in a timely manner, it will be extremely tempting for Congress to take some of it back."

Under the 1996 welfare law, the federal government provides each state with a fixed amount of money, regardless of any changes in the number of people who qualify for assistance.

Each state's annual allocation, which is to remain steady for six years, was based on federal spending in 1994 and 1995, when welfare spending and caseloads were high. States may carry over unused federal money from year to year, but they are required to spend specified amounts of state money, equal to 75 percent or 80 percent of what they spent on welfare in 1994.

Jack Tweedie, a welfare policy expert at the National Conference of State Legislatures, said, "States see the money as a reserve for a future economic downturn, but caseloads have dropped so fast that many states are building much larger reserves than they planned." The surplus, he said, could be used for social policy innovations.

The 1996 law gave states vast new authority to design programs of assistance to low-income families, but Tweedie said, "Few states have taken advantage of the flexibility they have to develop new programs; few broadened the population served."

State officials are somewhat defensive about the sums they have allowed to accumulate, and are often vague about how they will use the new resources.

Since President Clinton signed the welfare law in August 1996, the number of people on welfare has dropped 35 percent. It exceeded 12.2 million then and is below 8 million today. Reasons for the decline include an intense emphasis on work in welfare offices around the country, and a booming economy, with the lowest unemployment rate in more than 25 years.

New Jersey had a surplus of $170 million in its federal welfare account on Sept. 30, the end of the federal fiscal year. That represents 42 percent of its annual grant. Jacqueline Tencza, a spokeswoman for the state's Department of Human Services, said that nearly $60 million of the unused money was earmarked for administrative costs and child care.

The latest official data for New York, covering the first nine months of the last fiscal year, show a surplus of $335 million, representing 18 percent of the total

awarded to New York for that period.

Connecticut, which has a low poverty rate, is in the minority, having used almost every penny of its federal welfare grant, $267 million a year. Claudette Beaulieu, a spokeswoman for the state's Department of Social Services, said it had sharply increased spending on child care, to $150 million last year from $40 million in 1994.

Kansas, which receives a federal welfare grant of $102 million a year, had an unused surplus of $89 million in June 1998, and state officials predict that the balance will be $50 million in June of this year.

"Kansas is a fiscally conservative state," said John Garlinger, a spokesman for the Kansas Department of Social and Rehabilitation Services. "We are being very prudent in how we spend this money."

Minnesota receives $268 million a year from the federal government for welfare programs. As of June 30, it had a surplus of more than $110 million in its federal account.

Stephan Nelson, a budget analyst in the Minnesota Department of Human Services, said: "We project that our spending in the next four years will be $30 million to $40 million a year under the annual grant. We've been pretty conservative in our budgeting, so that we'll be prepared if a recession hits."

State officials said such conservatism was justified because states bore the financial risk of any economic downturn, and would have to pay most of the cost if welfare rolls increased again.

In Louisiana, another of the nation's poorest states, officials confirmed federal figures showing that they had more than $90 million of unspent federal welfare money in the federal Treasury. That is more than half of the state's annual welfare grant of $168 million.

Judy Watts, president of Agenda for Children, a child advocacy group in New Orleans, said, "A substantial portion of Louisiana's federal welfare money is just piling up in Washington, mainly through neglect rather than the deliberate policy choices of state officials."

Vera Blakes, assistant secretary of the Louisiana Department of Social Services, said the state planned to use some of the money for efforts to prevent teen-age pregnancy and to help fathers find jobs, so they could pay child support.

Just as the federal government gave states wide discretion to run their welfare programs, some states transferred much of the decision-making authority to county officials. Colorado is one such state. It had a surplus of $61 million in its federal welfare account, representing 59 percent of the money it was awarded in the first three quarte2s of the 1998 fiscal year.

"The caseloads have gone down very quickly, a little more quickly than people

expected," said Dwight Eisnach, a spokesman for the Colorado Department of Human Services. Asked why the state was not using more of its federal money, Eisnach said, "It took time for counties to get up to speed in this brave new world that we have now."

Washington state has an unspent balance of $181 million, according to the federal government. Kenneth Miller, the state's welfare coordinator, said that because of the declining caseload, the surplus could grow to $200 million, or nearly half of the state's annual welfare grant of $404 million.

Douglas Howard, the welfare director in Iowa, said he was worried about the message he had begun to hear from officials in Washington: "If you are not spending the money, you must not need it."

Don Winstead, the welfare director in Florida, said states must be allowed to "complete the job of welfare reform." If Congress reduces the federal grants, he said, it will not only break a commitment made in 1996, but also undermine states' efforts to help people who remain on welfare.

Richard Nathan, director of the Rockefeller Institute of government, a part of the State University of New York, said, "It would be short-sighted for Congress to take back any of the federal welfare money."

The law's work requirements will become more stringent in the next three years. Presumably, the people who found work first were better equipped for the job market.

But, state officials said, the people still getting welfare have fewer skills and less work experience. Many have physical or mental disabilities, some lack basic language skills and some have a history of drug abuse or have been victims of domestic violence. States will probably have to spend more on training, drug treatment and other services to prepare them for jobs.

Candace Shively, the Kansas commissioner of Economic and Employment Support, said, "We've been blessed with a tremendous caseload reduction" -- 48 percent since 1996 -- "but our most serious work lies ahead."

After Congress overhauled the basic welfare program in 1996, it went back a year later, at President Clinton's insistence, and provided extra money for jobs. Under this Labor Department program, states must put up $1 of state money for every $2 of federal "welfare to work" grants.

George Voinovich, who was governor of Ohio at the time, turned down $44 million in such grants because, he said, they carried too many federal rules and requirements.

Wyoming could have obtained $2.8 million from the Labor Department, but Marianne Lee, the state welfare director, said the state "did not have enough people left on our rolls" to justify an application. The number of welfare recipients in Wyoming has plunged 84 percent, to 1,821 from 11,398 in August

1996, when Clinton signed the welfare bill.

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Mississippi passed up $13 million in federal money for "welfare to work" activities. Donald Taylor, executive director of the Mississippi Department of Human Services, said he understood why "the disciples of dependency, the self-styled defenders of the downtrodden," would question that decision.

But, Taylor said, the state does not need the money. "We want to be a good steward of taxpayer dollars," he said. "Why would you spend federal taxpayer dollars to solve a problem if it's being solved without the application of those dollars?"

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Monthly

Financial Report

CITY COLLEGE OF SAN FRANCISCO

OFFICE OF THE CHANCELLOR

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April 21, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Re: **Monthly Financial Report as of April 21, 1999**

Attached for your review is the Monthly Financial Report as of April 21, 1999

Summary by Activity (80.76% of the fiscal year has been completed):

- **79.00%** of the budget has been expended/encumbered
- Instructional expenditures are within budget allocations
- General Institutional Services Annual Budget still includes $1.6 million to be redistributed for wage adjustments

Summary by Expenditure Category:

- Academic salaries currently show a deficit because of estimated expenditures to offer a increased Summer school schedule
- Classified costs remain less because of hiring restrictions on vacancies and savings from natural attrition. Historically, anticipated savings in classified salaries were deducted at that beginning of the fiscal year, however, for 1998-99 there was some concern that attrition might be less than previous years
- The fringe benefit encumbrance for the STRS retirement system has not been adjusted to reflect actual payments. The encumbrance is overstated and a review to complete the correction is currently underway.
- Supplies and Other Expenses are estimated to remain within budget
- The Unallocated includes $1.6 million for wage increases, these funds will be reallocated sometime during the next two months

James Kendrix will further review and highlight all of this information during the Financial Report section of our upcoming meeting.

Thanks and if you have any questions in advance of our meeting, please don't hesitate to contact James (241-2259), Peter (241-2229), or myself (239-3303)

BOARD OF TRUSTEES

RODEL E. RODIS, PRESIDENT • JAMES HASKELL MAYO, II., VICE PRESIDENT • NATALIE BERG

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DR. PHILIP R. DAY JR., CHANCELLOR

City College of San Francisco
General Fund Unrestricted Budget-Expenditure Summary
As of April 21, 1999

Summary by Activity

	[A] Annual Budget	[B] Expenditures	[C] Encumbrances	[D[Available Balance	[B]+[C]/[A] Percent Expended & Enc.	[D]/[A] Percent Available
Instruction	$ 79,394,495	$ 59,342,120	$ 634,980	19,417,395	75.54%	24.46%
Student Services	11,414,408	9,809,572	107,910	1,496,926	86.89%	13.11%
Operating & Maintenance	13,906,226	9,250,727	2,340,938	2,314,561	83.36%	16.64%
Planning and Policy Making(1)	4,558,126	2,371,876	153,389	2,032,861	55.40%	44.60%
General Institutional Services (2) (3)	19,093,366	11,715,575	5,678,622	1,699,169	91.10%	8.90%
Total	**$ 128,366,621**	**$ 92,489,870**	**$ 8,915,839**	**$ 26,960,912**	**79.00%**	**21.00%**

(1) Includes: Chancellor's Office, Research and Planning, General Counsel, Chief Operating Officer, Affirmative Action, Public Relations, Facilities and Planning.

(2) Includes: Human Resources, Staff Development, Staff Diversity, Business Services, Administrative Services, Central Services, Information Technology Services.

(3) Budget Amount includes $1.6 million for wage adjustments. The re-allocation of these funds will be completed during the next 2 months.

Summary by Expenditure Category (1)

	Annual Budget (2)	Year to Date Expenditures	Encumbrances	[A] Available Balance	[B] Projected Exp. 01-20-99/6-30-99	Projected Annual Costs	[A] - [B] Estimated Balance
Academic Salaries	$ 65,864,983	$ 50,661,746	$ -	$ 15,203,237	$ 15,312,090	$ 65,973,836	$ (108,853)
Classified Salaries	$ 26,169,637	17,402,674	$ -	8,766,963	7,295,227	24,697,901	1,471,736
Employee Benefits	$ 17,276,767	13,583,391	$ 4,631,305	(937,929)	(985,000)	17,229,696	47,071
Supplies & Materials	$ 1,943,126	1,314,969	$ 503,471	124,686	100,000	1,918,440	24,686
Other Expenses	$ 10,587,090	6,306,549	$ 3,303,894	976,647	824,000	10,434,443	152,647
Capital Outlay	$ 2,130,287	1,274,060	$ 355,585	500,642	476,000	2,105,645	24,642
Other Outgo	$ 2,350,642	1,946,481	$ 121,584	282,577	37,372	2,105,437	245,205
Unallocated	$ 2,044,089	-		2,044,089	1,600,000	1,600,000	444,089
Total Unrestricted	**$ 128,366,621**	**$ 92,489,870**	**$ 8,915,839**	**$ 26,960,912**	**$ 24,659,689**	**$ 126,065,398**	**$ 2,301,223**

(1) Estimated 1998-99 Revenue and Resources total $128.767 million.

(2) Budget Amount column includes $604,821 for 1997-98 encumbrances.

Prepared by: Business Services
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OFFICE OF THE BOARD OF TRUSTEES

50 Phelan Avenue, Box E200, San Francisco, California 94112
(415) 239-3303 Fax (415) 239-3918

NOTICE
REGULAR MEETINGS
OF THE
BOARD OF TRUSTEES
SAN FRANCISCO COMMUNITY COLLEGE DISTRICT

LOCATION: Pierre Coste Dining Room
50 Phelan Avenue
San Francisco

DATE: **THURSDAY, May 27, 1999**

TIME: **4:00 PM**

This meeting is normally devoted to Closed Session Topics.

LOCATION: Pierre Coste Dining Room
50 Phelan Avenue
San Francisco

DATE: **THURSDAY, May 27, 1999**

TIME: **5:00 PM**

This meeting is normally devoted to Open Session Topics.

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SPECIFIC TIMES SUBJECT TO CHANGE.
Call 241-2234 for information.

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5

The San Francisco Community College District does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Persons who wish to request disability-related accommodations including sign-language interpreters should contact Linda R. Jackson, District ADA Coordinator, Office of Affirmative Action, 31 Gough Street, Room 16, San Francisco, CA, 94103, Phone: (415) 241-2281, Fax: (415) 241-2203. Please request accommodations no later than 12 working days prior to the date of the Board meeting in order to assure the best possible arrangements.

BOARD OF TRUSTEES
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Robert E. Burton • James Haskell Mayo, II. • Rodel E. Rodis • Robert P. Varni
Dr. Philip R. Day, Jr., Chancellor

TO MEMBERS OF THE PUBLIC

The Agenda page and accompanying resolutions have been prepared well in advance of the regularly scheduled meeting of the Board of Trustees of the San Francisco Community College District. Please note that Resolutions are subject to amendment and replacement.

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5.

You should be aware of the following (Government Code § 54954.2):

1. Additional agenda items to be acted upon by the Board may be posted at 33 Gough Street and in the lobby of Conlan Hall at the Phelan Campus at least 72 hours in advance of the regularly scheduled Board Meeting. Resolutions may also be available at the time of posting, but if not, such resolutions will be available at the Board Meeting.

2. Additional agenda items and resolutions, although not posted as in paragraph 1 above, may still be acted upon by the board at the regular meeting:

   a) Upon a determination by a majority vote of the Board that an emergency situation exists, as defined in Government Code § 54956.5. Emergency is defined as work stoppage or other activity which severely impairs public health, safety, or both, as determined by a majority of the members of the Board, OR crippling disaster which severely impairs public health, safety or both, as determined by a majority vote of the members of the Board, OR

   b) Upon a determination by a two-thirds vote of the members of the Board present at the meeting or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the District subsequent to the agenda being posted 72 hours in advance of the Board Meeting, OR

   c) The item was posted 72 hours in advance of a prior meeting of the Board occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.

For Members of the Public:

To facilitate the conduct of business at Board meetings, the following information has been taken from the District's Policy Manual concerning the conduct of Board Meetings.

From PM 1.05 A:

The order of business may be revised at any meeting when, in the discretion of the President, such revision will benefit the public and/or order of the meeting.

From PM 1.05 L:

L. Granting the Privilege of the Floor. A person desiring to speak shall be recognized by the Chair only after complying with the following procedures:

For matters appearing on the agenda, an individual desiring to address the Board must complete a "Request to Address Board" card, completing the information thereon including the subject to be addressed. If there is to be a written report presented, a copy(ies) shall be submitted in advance to the Chancellor.

Any person desiring to address the Board on non-agenda items must also complete the "Request to Address Board" card and will be recognized at the end of the agenda. Only items directly related to District business may be presented.

Cards for these purposes are available in the Office of the Chancellor and also at the Board meeting. Completed cards should be presented to the Board President prior to the beginning of the meeting. As a matter of courtesy, the Board encourages people to notify the Chancellor's Office in advance of the Board meeting of their intention to address the Board. Prior to calling for a vote on an item before the Board, the Presiding Officer shall determine if speaker cards have been submitted for that item. Persons who have submitted cards prior to the consideration of the item shall be called upon by the Presiding Officer. Persons who address the Board may address only the agenda item being considered and shall have up to three minutes for comments. Should another person who has submitted a request to speak card in advance of consideration of the item wish to forego speaking on that item, he or she may grant his or her speaking time to another speaker who has also submitted a request to speak card, but in no event shall any speaker have more than two allotments (totaling up to six minutes) of speaker time on any item. However, in order to facilitate the completion of District business, the Presiding Officer may also limit the total length of time allotted to the speakers on a given topic or agenda item which may reduce the individual speaker's time on that topic or item. Speaking too long, being unduly repetitious, or discussing irrelevancies disrupt the meeting, and may result in the forfeiture of speaking opportunities during that meeting.

The President of the Board reserves the right of determining the order of the speakers and changing the order of the agenda if it will be of benefit to the public and/or the order of the meeting.

Undue interruptions or other interferences with the orderly conduct of Board business cannot be allowed. Defamatory or abusive personal remarks which disturb or impede the meeting or exceed the bounds of civility necessary to the conduct of District business are always out of order. However, the Board shall not prohibit public criticism of the policies, procedures, programs, or services of the District, or of the acts or omissions of the Board.

The President may terminate the speaker's privilege of address if after being called to order, he or she persists in improper conduct or remarks, or if the speaker fails to speak on the subject matter for which the privilege of the floor was granted.

No oral presentation shall include charges or complaints against any employee of the Board, or otherwise present information, which does not relate directly to the topic at hand or which disrupts or impedes the meeting. All formal charges or complaints against an employee, for which a specific grievance or complaint process is not otherwise available, shall be in writing and signed by the person making the charge and shall be filed with the Chancellor who shall, after investigation, take or recommend appropriate action. There shall be no oral presentation or discussion of confidential formal charges or complaints in open public meetings of the Board on non-agenda items or unless otherwise required by law.

Comments or presentations made by members of the public to the Board do not necessarily reflect the opinion of the Board or of its individual members, nor does the Board necessarily endorse or sanction such comments or presentations. Persons who address the Board on matters of their choosing are solely responsible for the content of such comments or presentations.

Regular Meeting of the

Board of Trustees of the

San Francisco Community College District

City College of San Francisco
Pierre Coste Dining Room
50 Phelan Avenue
San Francisco
Thursday, May 27, 1999

Open Session - 5:00 p.m.

I. Roll Call

II. Pledge of Allegiance

III. Approval of Minutes
a) December 17, 1998
b) January 28, 1999

IV. Adoption of Resolutions Agenda

V. Approval of Consent Agenda Items as Listed:

VI. Special Presentations

A) CCSF speech and debate team - Cynthia Dewar and Sami Kudsi, CCSF Instructors

VII. Monthly Financial Report

VIII. Action on Other Resolutions Agenda Items

IX. Report from Constituent Groups

- Academic Senate

- Associated Students

- Classified Senate

X. Board of Trustees' Report

XI. Chancellor and Staff Reports

XII. Requests to Speak

XIII. Adjournment

**c - It is recommended that all resolution agenda items identified with letter *c in the right hand column are eligible for consideration as Consent agenda items.*

FINANCE **(Pages 1-22)**

GENERAL FUND

B1 - Authorization for a General Fund Modification for Special Services Contract. * c

B1A - Authorization to establish a contract with Mediatrope LLC. * c

B2 - Reviewing and entering into the minutes the SFCCD Quarterly Financial Status Report for the quarter ended March 31, 1999. * c

CAPITAL OUTLAY

B3 - Authorization for six Contract Modification(s) Totaling $46,423.49 for Special Services Contract. * c

B4 - Authorization be given to contract with SOHA Engineers, for special services and advice to provide the District with structural engineering services, for the Project: North & South Gymnasiums Seismic Evaluation located at the Phelan Campus at a cost of $30,800, to be completed on or before December 31, 1999. * c

GRANTS

B5 - Authorization to submit a applications for funds and appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges for a grant to fund The Tech Prep Partnership, for the period July 1, 1999 to June 30, 2000 for a total not to exceed $69,990. * c

B6 - Authorization to (1) submit a renewal applications for funds and (2) appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges, Office of Economic Development for grants to continue The Bay Area Advanced Transportation Technology Center, for the period July 1, 1999 to June 30, 2000 for a total not to exceed $178,875; and the Hiring Hall Project, for the period July 1, 1999 to June 30, 2000 for a total not to exceed $66,623. *c

B7 - Authorization to (1) submit a renewal applications for funds and (2) appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges, Office of Economic Development for a grant to continue The San Francisco Center for Applied Competitive Technology, for the period * c

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** c - It is recommended that all resolution agenda items identified with letter * c in the right hand column are eligible for consideration as Consent agenda items.*

July 1, 1999 to June 30, 2000 for a total not to exceed $178,875.

B8 - Authorization to enter into an agreement with Yosemite Community College District in which the Child Development/Family Studies Department will provide professional development services for child care personnel. * c

B9 - Authorization to subcontract with the Comprehensive Adult Student Assessment System (CASAS) for training, technical assistance and consultation services related to program requirements of the State Plan for Adult Education and Literacy, May 1, 1999 to June 30, 1999, in the amount not to exceed $10,000. * c

B10 - Authorization be given to submit an application and appropriate all funds receivable upon approval from the National Endowment for the Humanities for the Asian Infusion program in the amount not to exceed $25,000. * c

B11 - Authorization to modify three existing Grants. * c

B12 - Authorization to contract with The Florida Resource Center of Daytona Beach Community College to provide a DACUM process on CCSF's Automotive Technology program for an amount not to exceed $7,000. * c

<u>Equipment, Supplies & Services</u> (Pages 23-29)

C1 - Procurement of equipment, supplies, services, etc., less than $3,000 * c

C2 - Procurement of equipment, supplies, services, etc., $3,000 or more * c

C3 - Acceptance of Gifts * c

<u>Human Resources</u> (Pages 30-58)

F1 - Human Resources Academic Educational Administrator. * c

F2 - Appointment Educational Academic Administrator. * c

G1-8 - Academic Employees, Credit Program, District Funded * c

H1 - Academic Employees, Credit Program, Categorically Funded * c

N1 - Academic Employees Community Services Classes City College of San Francisco. * c

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**c - It is recommended that all resolution agenda items identified with letter *c in the right hand column are eligible for consideration as Consent agenda items.*

L1 - Amending employment contract for the purpose of (a) purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those employees requesting such purchases or contributions, and (c) termination of the amendment to employment contract. * c

L2 - Reemployment of Service Retirants Under Education Code Section 24214 * c

N1 - Academic Employees Community Services Classes * c

Special (Pages 59-65)

S1 - Recommend Adoption of Modified Wage Rates for Specified Unrepresented Classified Building Trades Supervisory and Building Trades Employees for Fiscal Year 1998-1999. * c

S2 - Recommend Adopting an Amendment to the Collective Bargaining Agreement between the American Federation of Teachers Local 2121 and the San Francisco Community College District. * c

Policy (Pages 66-76)

P1 - Amending The San Francisco Community College District Policy Manual Section 2.02-Administrative And Organizational Structure Of The San Francisco Community College District.

P2 - Establishing policies and approving the total educational program of the City College of San Francisco, San Francisco Community College District as described in the 1999-2000 College Catalog. * c

Real Estate (Pages 77-78)

W1 - Authorization to Renew Rental Agreement with Option to Purchase

XII. Requests to Speak

XIII. Adjournment

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5.

Next Board Meeting Date: June 24, 1999
Castro/Valencia Campus
450 Church Street

** c - It is recommended that all resolution agenda items identified with letter * c in the right hand column are eligible for consideration as Consent agenda items.*

DATE: May 27, 1999 **B1**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: General Fund
Authorization for a General Fund Modification For Special Services Contract (Resolution No. 990527-B1)

BACKGROUND INFORMATION:

	ORIGINAL RESOLUTION NUMBER	GRANTOR/ CONTRACTOR	CONTRACT DATE	ORIGINAL TOTAL AMOUNT	CHANGE	NEW TOTAL NOT TO EXCEED	COMMENTS; ORIGINATOR
A	970327-B11	Mayor's Office of Community Development/ Mission Armory Foundation	Fiscal Year	N/A	Date Change	N/A	To Extend the contract ending date to September 1, 1999. Originator:Suzanne Korey

RECOMMENDATION:

RESOLVED : That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: May 27, 1999 **B1-A**

To : Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: **GENERAL FUND**
Authorization to establish a contract with Mediatrope LLC.
(Resolution No. 990527-B1-A)

BACKGROUND INFORMATION:

The Office of Research, Planning and Grants in collaboration with the Diego Rivera Mural Working Group comprised of faculty and staff at City College of San Francisco wishes to contract with Mediatrope LLC, designers of electronic information systems, to provide services for the design of an electronic kiosk/portable exhibit about the Diego Rivera Mural located in the Diego Rivera Theater of CCSF. Mediatrope will complete the production of the portable exhibit. The portable exhibit will placed in museums and other public venues throughout both the state as well as the country. Revenue from the portable exhibit will go back to the college general fund. Contract listed according to California Government Code Section 53060.

RECOMMENDATION:

RESOLVED: The Board of Trustees hereby authorizes the establishment of contract with Mediatrope LLC to provide production assistance for the completion of an electronic kiosk/portable exhibit about the Diego Rivera Mural for CCSF for the period of June 1,1999 to June 30, 1999, cost not to exceed $40,000,and

FURTHER BE IT RESOLVED: That the Chancellor and/or Chief Operating Officer, and/or their designees are hereby authorized to execute such contract modification on behalf of the San Francisco Community District.

Robert Gabriner, Originator

BOARD OF TRUSTEES

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: May 27, 1999 **B2**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: **GENERAL FUND**
Reviewing and entering into the minutes the SFCCD Quarterly Financial Status Report for the quarter ended March 31, 1999.
(Resolution No. 990527-B2)

BACKGROUND INFORMATION:

Title 5 of the California Code of Regulations, Section 58310 requires California's Community College Districts to report quarterly on their financial condition. Starting with the quarter ending March 31, 1999 and quarterly thereafter, districts are required to provide to the State Chancellor's office the completed form CCFS-311Q and a copy of the quarterly financial report.

In order to meet the requirement of Title 5 of the California Code of Regulations, Section 58310 the following resolution is recommended for adoption:

RECOMMENDATION:

RESOLVED: That pursuant to Title 5 of the California Code of Regulations, Section 58310 the Quarterly Financial Status Report for the quarter ended March 31, 1999 is hereby reviewed and entered into the minutes of the Board of Trustees of the SFCCD

James Kendrix, Originator

05/27/99 - B2 page 1

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DATE: May 27, 1999 **B3**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: **CAPITAL OUTLAY**
Authorization for six Contract Modification(s)totaling $46,423.49 for Special Services Contract (Resolution No. 990527-B3)

BACKGROUND INFORMATION:

	ORIGINAL RESOLUTION NUMBER	GRANTOR/ CONTRACTOR	ORIGINAL CONTRACT AMOUNT	PREVIOUS CONTRACT MODIFICATION AMOUNT	REQUESTED CONTRACT MODIFICATION AMOUNT	NEW CONTRACT AMOUNT	COMMENTS
A	980430-B28 Cloud Hall Remodel for Allied Health	A.R. Construction (General Contractor)	$4,706,000	$183,481.02	CM #6 - $26,712.00	$4,916,193.02	CO #7 for field changes due to the unforeseen site conditions.
B	981029-B4 Library LRC, Artwork Display Cases & Atrium Piano Protective Enclosure	Adolph Schmidt Inc., (General Contractor)	$65,808	$1,000 CM	#2 - $663	$67,471	Light fixture mock-up and additional timer for display case
C	981029-B1 Cloud Hall Underground Storage Tank Removal & Replacement	Bay Pacific Pipelines (General Contractor	$141,000	$17,602.50	CM #2 - $7,684.29	$166,286.79	CO #2 $4,630.24 for time delay & additional work in placement of UST; $844 for Temporary fencing ; $2,170.05 Temp. fencing for inerting tank.

	ORIGINAL RESOLUTION NUMBER	GRANTOR/ CONTRACTOR	ORIGINAL CONTRACT AMOUNT	PREVIOUS CONTRACT MODIFICATION AMOUNT	REQUESTED CONTRACT MODIFICATION AMOUNT	NEW CONTRACT AMOUNT	COMMENTS
D	990325-B3 New Mission Theater Building Preservation Study	KKA Architects, Inc., (Project Architect)	$25,400	$0	$10,000	$35,400	Additional analyzes and architectural presentation services for the New Mission Campus.
E	981119-B14 John Adams Childcare Development Teaching Facility	Thorenfeldt Construction, Inc. (General Contractor)	$180,600	$21,416.46	CM #3 - $1,364.20	$203,380.66	Cost for additional lead paint abatement work and pump room light fixture upgrade.
F	990525-B3	Angus Hamer Networking	$169,000	$0	+$35,848.33	$205,748.33	Additional services needed to begin bond projects on network infrastructure; bond project costing and scheduling, project management of conduit repair on Phelan campus in preparation for fiber backbone installation, preparation of fiber backbone bid, liaison with the electrical survey project to determine electrical upgrades needed to support the new network infrastructure.

	ORIGINAL RESOLUTION NUMBER	GRANTOR/ CONTRACTOR	ORIGINAL CONTRACT AMOUNT	PREVIOUS CONTRACT MODIFICATION AMOUNT	REQUESTED CONTRACT MODIFICATION AMOUNT	NEW CONTRACT AMOUNT	COMMENTS
G	990325-B3 Chinatown/North Beach Columbo Bldg. Preservation Study	KKA Architects (Project Architect)	$17,915	0	$678.00 TOTAL- $47,101.53	$18,593	Project reimbursable Expenses.

RECOMMENDATION:

RESOLVED : That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: May 27, 1999 **B4**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services
(Resolution No. 990527 - B4)

BACKGROUND INFORMATION:

Project: North & South Gymnasiums Seismic Evaluation

The District wishes to contract with SOHA Engineers, to provide structural engineering services, for the Project: North and South Gymnasiums Seismic Evaluation located at the Phelan Campus. The scope of work will include: inspect the two existing facilities' physical condition; verify buildings' in-place construction conformity to the existing design drawings; evaluate each building's structural lateral-load-resisting system; identify any structural elements/connections/supports that fail to meet FEMA-178 requirement; develop a conceptual seismic strengthening scheme; and provide an order-of-magnitude construction cost estimate.

The cost for this contract will be charged to Proposition A bond Health and Safety upgrade funds.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with SOHA Engineers, for special services and advice to provide the District with structural engineering services, for the Project: North & South Gymnasiums Seismic Evaluation located at the Phelan Campus at a cost of $30,800, to be completed on or before December 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

05/27/99 - B4 page 1

BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR

CITY COLLEGE OF SAN FRANCISCO
50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: May 27, 1999 **B5**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: **GRANTS**
Authorization to submit and application and appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges for a grant to fund The Tech Prep Partnership, for the period July 1, 1999 to June 30, 2000 for a total not to exceed $69,990.
(Resolution N0. 990527 - B5)

BACKGROUND INFORMATION:

The passage of the Carl D. Perkins Vocational-Technical Education Act of 1998 has authorized funding for Title II, The Tech Prep Education Act. Once again funds have been made available through the Chancellor's Office California Community Colleges (COCCC) to all Community College's that wish to participate in an organized Tech Prep consortium. The Office of Vocational Education, School of Applied Science and Technology wishes to apply for Tech Prep funding. These funds will allow the existing collaboration between CCSF and SFUSD to create a citywide process that connects learning at the high school and community college levels within the School-to-Career partnership.

Income:

Chancellor's Office California Community Colleges, Tech Prep Program Allocation	$69,990

Expenditures:

	Tech Prep
Academic Salaries	$52,216
Classified Salaries	5,850
Employee Benefits	3,886
Supplies and Materials	2,925
Other Operating Exp.	2,335
Indirect Costs	2,688
Totals	69,990

05/27/99 - B5 page 1

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DR. PHILIP R. DAY, JR., CHANCELLOR

RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to submit an application for funds and appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges for a grant to fund The Tech Prep Partnership, for the period July 1, 1999 to June 30, 2000 for a total not to exceed $69,990, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Phyllis G. McGuire, Originator

05/27/99 - B5 page 2

CITY COLLEGE OF SAN FRANCISCO
50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: May 27, 1999 **B6**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: **GRANTS**
Authorization to Renew Existing Grants
(Resolution NO. 990527 - B6)

BACKGROUND INFORMATION:

The Chancellor's Office California Community Colleges (COCCC) has requested grant applications to advance California's economic growth and global competitiveness through quality education and services focusing on workforce improvement, technology deployment and business development. The Office of Vocational Education, School of Applied Science and Technology has requested COCCC to renew its funding of the following Economic Development programs: (1) The Bay Area Advanced Transportation Technology Center (ATT), and (2) Job Development Incentive Training Program (JDIT) (The Hiring Hall Project). The Advanced Transportation Technology Center funds will be used to provide instruction in alternative fuels and clean air technology. Although College of Alameda and Skyline College will be sub-recipients of these funds, CCSF is the fiscal agent for the grant. Funding of the Hiring Hall Project will allow for the existing partnership between CCSF and the hospitality industry to further design and deliver flexible, industry-driven training and non-training solutions to rapidly changing industry needs.

Income:

Chancellor's Office California Community Colleges, Economic Development:	
Advanced Transportation Technology Center	$178,875
Job Development Incentive Training Program	66,623
Total	$245,498

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Expenditures:

		ATT	JDIT
Academic Salaries		65,328	38,205
Classified Salaries		11,194	3,033
Employee Benefits		14,309	4,297
Supplies and Materials		2,290	114
Other Operating Exp.		5,874	18,412
Capital Outlay		18,000	0
Other Outgo			0
College of Alameda	30,000		
Skyline College	25,000	55,000	
Indirect Costs		6,880	2,562
Totals		178,875	66,623

RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to (1) submit a renewal applications for funds and (2) appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges, Office of Economic Development for grants to continue The Bay Area Advanced Transportation Technology Center, for the period July 1, 1999 to June 30, 2000 for a total not to exceed $178,875; and the Hiring Hall Project, for the period July 1, 1999 to June 30, 2000 for a total not to exceed $66,623, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Phyllis G. McGuire, Originator

05/27/99 - B6 page 2

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: May 27, 1999 **B7**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: **GRANTS**
Authorization to Renew Existing Grant
(Resolution NO. 990527 - B7)

BACKGROUND INFORMATION:

The Chancellor's Office California Community Colleges (COCCC) has requested grant applications to advance California's economic growth and global competitiveness through quality education and services focusing on workforce improvement, technology deployment and business development. The Office of Contract Education has requested COCCC to renew its Economic Development funding of The San Francisco Center for Applied Competitive Technology (SFCACT). These funds will allow the SFCACT to continue curricula development and performance-based training of operators and entrepreneurs in the apparel industry.

Income:

Chancellor's Office California Community Colleges, Economic Development: SF Center for Applied Competitive Technology	$178,875

Expenditures:

	SFCACT
Academic Salaries	104,341
Classified Salaries	26,087
Employee Benefits	21,855
Supplies and Materials	1,500
Other Operating Exp.	18,212
Capital Outlay	0
Other Outgo	0
Indirect Costs	6,880
Totals	178,875

05/27/99 - B7 page 1

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RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to (1) submit a renewal application for funds and (2) appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges, Office of Economic Development for a grant to continue The San Francisco Center for Applied Competitive Technology, for the period July 1, 1999 to June 30, 2000 for a total not to exceed $178,875, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Judy Teng, Originator

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: May 27, 1999 **B8**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Authorization to enter into an agreement with Yosemite Community College District in which the Child Development/Family Studies Department will provide professional development services for child care personnel.
(Resolution No. 990527-B8)

BACKGROUND INFORMATON:

For the last six years the Child Development and Family Studies Department has entered into an agreement to provide professional development services for child care staff. This program is funded by the California Department of Education, Child Development Division with Federal Development Block Grant Funds and is made available through the Child Development Training Consortium, Yosemite Community College District. Personnel employed in child care settings who are enrolled in credit child development classes are eligible for tuition refund upon successful completion of the course. Depending on the number of applicants, these students may be reimbursed for one or more classes; and will receive $60.00 per course unit and $20.00 reimbursement for books. No general fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to enter into an agreement with Yosemite Community College District in which City College of San Francisco agrees to conduct up to 1100 course units of

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college credit courses needed for licensing child care personnel. Each student shall receive $60.00 per course unit and $20.00 reimbursement for books for the fiscal year 99-2000. Total funding is not to exceed $27,500, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Sandra Handler, Originator

05/27/99 - B8 page 2

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: May 27, 1999 **B9**

TO: Board of Trustees

FROM: Dr. Philip R. Day Jr., Chancellor

SUBJECT: GRANTS
Authorization to Subcontract with the Comprehensive Adult Student Assessment System (CASAS)
(Resolution No.990527-B9)

BACKGROUND INFORMATION:

The California State Plan for Adult Education and Literacy 1999-2004 was approved in April by the California State Board of Education and submitted to the U.S. Department of Education pursuant to Title II of the Workforce Investment Act of 1998 (Public Law 105-220). In the state plan for Adult Education and Literacy Activities were major changes in the allowable activities, method of funding, and program performance measures and indicators. Changes specific to program operation included adapting to mandated CASAS pre- and post-testing and score interpretation and using a program accountability model (TOPSpro) with extensive data collection of enrolled students and their class progress in English as a Second Language (ESL), ESL Citizenship, Adult Basic Education (ABE), GED Preparation, and High School.

Beginning July 1, 1999, supplemental program funding will be based on student attainment of state-determined benchmarks that are documented in the locally-maintained data base through the program accountability model. These changes are significant and create an immediate need for the in-service training of ESL, ESL Citizenship, ABE, GED, and High School faculty, staff, and administrators. The agency best suited to provide the training and technical assistance is the San Diego-based Comprehensive Adult Student Assessment System (CASAS), which as a contractor

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with the California Department of Education, created the state-mandated test and program accountability software. CASAS administration has agreed to develop and provide the needed training at City College campuses using a San Francisco-based consultant and provide overall technical assistance and consultation services to program staff.

The ABE 321 grant will provide funding for the training and technical assistance subcontract. No district funds are required.

RECOMMENDATION:

RESOLVED: That the Board of Trustees hereby authorizes the San Francisco Community College District to subcontract with the Comprehensive Adult Student Assessment System (CASAS) for training, technical assistance and consultation services related to program requirements of the State Plan for Adult Education and Literacy, May 1, 1999 to June 30, 1999, in the amount not to exceed $10,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Gary Tom, Originator
Teresa Pon, Originator

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CITY COLLEGE OF SAN FRANCISCO
50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: May 27, 1999 **B10**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

GRANTS
SUBJECT: Approval to submit an application and appropriate funds received. (Resolution No. 990527-B10)

BACKGROUND INFORMATION:

The National Endowment for the Humanities will provide additional funds to the already existing Asian Fusion program. This fund will enhance the program by addressing the lack of Asian perspective in our curriculum in various ways. It will provide seminar series for faculty to enable them to revise their curriculum to include Asian perspectives and act as mentors to other faculty within their departments. The funds will be used to provide faculty with stipends for their participation, for clerical assistance and for one trip, required by the fund, to Washington D.C. for the project coordinator. The program is administered by the Dean of Behavioral & Social Sciences with the participation of faculty from various departments.

There is $3,654 in-kind match required, which will be provided by the office of the Dean of Behavioral & Social Sciences. There is no additional space required. City College of San Francisco is the fiscal agent.

Expenditures	
Academic Salaries	$15,000
Classified Salaries	$ 1,530
Employee Benefits	$ 680
Supplies/Materials	$ 155
Other Operating Expenses	$ 6,650
Indirect Cost	$ 985
Total Program Cost	$25,000

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RECOMMENDATION:

RESOLVED: That authorization be given to submit an application and appropriate all funds receivable upon approval from the National Endowment for the Humanities for the Asian Infusion program in the amount not to exceed $25,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Robert Gabriner, Originator
Sandra Handler, Originator

05/27/99 - B10 page 2

DATE: May 27, 1999

B11

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Authorization to modify three existing Grants
(Resolution NO. 990527 - B11)

	ORIGINAL RESOLUTION NUMBER	GRANTOR/CONTRACTOR	CONTRACT DATE	ORIGINAL TOTAL AMOUNT	CHANGE	NEW TOTAL NOT TO EXCEED	COMMENTS; ORIGINATOR
A	981029-B21	Office of Adolescent Pregnancy Prevention/ Alia Rovai, Elizabeth Saunders, Amallia Smith	Sept. 16, 1998- June 15,1999	$29,700	Extend contract date to Sept. 15, 1999, and to increase each contract amount by $1500.	$34,200	Extending each contract for contractors to continue to provide additional pregnancy prevention services to SFUSD middle and high school students through Sept. 15, 1999. Originator: Bernice Brown

	ORIGINAL RESOLUTION NUMBER	GRANTOR/CONTRACTOR	CONTRACT DATE	ORIGINAL TOTAL AMOUNT	CHANGE	NEW TOTAL NOT TO EXCEED	COMMENTS; ORIGINATOR
B	980257-B10 981217-B15	U.S. Department of Labor-Garment 2000/Eric Ng	Aug. 1, 1998-Aug. 31, 1999	$18,000	$+9,450	$27,450	Duties continue per original contract; extend contract date; change in funding source. Originator: Phyllis G. McGuire
C	981119-B19	City & County of San Francisco Solid Waste management Program	July 1, 1998 - May 31, 1999	$33,918	Extend contract date to June 30, 2000	N?A	Extend contract date Originator: Stephen Herman

RECOMMENDATION:

RESOLVED: That the Board authorizes the specific amendments to Resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: May 27, 1999 **B12**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: **GRANTS**
Approval of Special Services Contract
(Resolution N0. 990527 - B12)

BACKGROUND INFORMATION:

The School of Applied Science and Technology has requested that The Florida Resource Center of Daytona Beach Community College provide a two-phase Developing A Curriculum (DACUM) process on CCSF's Automotive Technology program. Phase I of the DACUM process will provide a functional job analysis of the industry and Phase II (Curriculum Plan) will result in an ideal Automotive Technology Curriculum. The goal of the process is to align instructional outcomes with industry. The Florida Resource Center will also provide a Tech Scan Assessment on the new or multi-media industry instructional programs at CCSF. The amount of the contract is not to exceed $7,000. Funding: VATEA, $4,500 (121506-7112-5190-0900-C) and General Fund, Chancellor's Office, $2,500 (U-0200-5190-6600-S).

RECOMMENDATION:

RESOLVED: That the San Francisco Community College District is authorized to contract with The Florida Resource Center of Daytona Beach Community College to provide a DACUM process on CCSF's Automotive Technology program for an amount not to exceed $7,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Phyllis G. McGuire, Originator

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: May 27, 1999 **C1**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: **GENERAL/CAPITAL OUTLAY FUND Procurement of Equipment, Supplies, Services, Etc., less than $3,000 (Resolution No. 990527-C1)**

BACKGROUND INFORMATION:

Listed below is a summary of purchases for equipment, supplies, and services in individual amounts of less than $3,000. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, etc., totaling $ 558,221.07 individual amounts of less than $3,000 not heretofore approved as summarized and detailed below:

Direct Payments	$ 91,560.23
Purchase Orders	402,107.96
Travel/Mileage	64,552.88
GRAND TOTAL:	$558,221.07

James Kendrix, Originator

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: May 27, 1999 **C2**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL/CAPITAL OUTLAY FUND
Procurement of Equipment, Supplies , Services, Etc., more than $3,000
(Resolution No. 990527-C2)

BACKGROUND INFORMATION:

The following departmental requests for the purchase of supplies, equipment, and services have been received. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, as detailed in Attachment "A'.

GRAND TOTAL: $1,200.058.98

James Kendrix, Originator

05/27/99 - C2 page 1

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Resolution No. 990527-C2
Attachment A

	A	B	C	D	E	F	G	H	I	J
1	Fund	Org	Acct	Prog	Act	Department	Vendor	Doc #	Amount	Description
2	UPFX	3542	5640	6550	S	Partnership for Excellence	Harry Bharuchi Ltd.	TP75431	$ 8,963.00	M & R
3	UPFX	6430	6413	6110	C	Partnership for Excellence	Micron Electronics	PO66058	112,471.66	Equipment
4	UPFX	6500	4102	6450	C	Partnership for Excellence	CCSF Bookstore	PO68652	14,312.02	Supplies
5	UPFX	6500	6413	6450	C	Partnership for Excellence	CCSF Bookstore	PO59100	4,656.55	Equipment
6	UPFX	7272	6413	1700	C	Partnership for Excellence	Minnesota Western	PO58695	6,284.42	Equipment
7	UPFX	7512	6413	1500	C	Partnership for Excellence	GE Capital IT Solutions	PO53288	42,629.80	Equipment
8	UPFX	7558	6414	4900	C	Partnership for Excellence	HT Electronics	PO57632A	8,242.14	Equipment
9	UPFX	7612	6413	1500	C	Partnership for Excellence	CCSF Bookstore	PO60108	10,103.21	Equipment
10	UPFX	7708	6414	1200	C	Partnership for Excellence	DentalEZ Group	PO60786	11,922.02	Equipment
11	UPFX	7708	6414	1200	C	Partnership for Excellence	J B Dental Supply	PO60785	3,047.72	Equipment
12	UPFX	7720	6414	1200	C	Partnership for Excellence	Snader and Associates, Inc.	PO66556	5,229.35	Equipment
13	UPFX	7725	6414	1200	C	Partnership for Excellence	Wolff Industries, Inc.	PO56018	3,092.12	Equipment
14	UPFX	9320	6413	6120	C	Partnership for Excellence	Micron Electronics	PO66058	94,810.83	Equipment
15	UPFX	9320	6413	6120	C	Partnership for Excellence	MicroAge InfoSystems Services	PO66066	7,987.80	Equipment
16	UPFX	9320	6413	6120	C	Partnership for Excellence	Quest Media & Supplies	PO66063	7,237.49	Equipment
17	UPFX	9320	6413	6120	C	Partnership for Excellence	CMP Express.Com	PO66064	5,091.05	Equipment
18	UPFX	9610	6414	0600	C	Partnership for Excellence	Northern Video Systems	PO57639	5,885.22	Equipment
19	UPFX	9610	6414	0600	C	Partnership for Excellence	Communication Hardware Inc.	PO57636	4,412.23	Equipment
20	UPFX	9610	6414	0600	C	Partnership for Excellence	Snader and Associates, Inc.	PO57640	4,213.54	Equipment
21	UPFX	9610	6414	0600	C	Partnership for Excellence	Riser-Bond Instruments	PO57637	3,257.00	Equipment
22	U	0040	5802	6600	C	Public Information	San Francisco Newspaper Agency	DP64020	3,202.08	Advertising
23	U	0070	5720	6600	S	General Counsel Office	Keenan & Associates	DP64652	25,029.95	Legal
24	U	0070	5720	6600	S	General Counsel Office	Curiale Dellaverson Hirschfield Kelly	DP29005	14,823.27	Legal
25	U	2510	5632	6780	S	ITS - General	Hewlett-Packard	DP66472	3,946.46	Equip Lease
26	U	2510	5656	6780	S	ITS - General	Oracle Corp.	PO66477	11,990.00	Software Fees
27	U	3522	5510	6570	S	Utilities	San Francisco Water Department	DP75409	23,270.01	Utilities
28	U	3562	4301	6770	S	College Services	Office Depot Inc.	OD09640	5,377.26	Supplies
29	U	3562	4301	6770	S	College Services	Office Depot Inc.	OD09641	5,377.26	Supplies
30	U	3562	4303	6770	S	College Services	Office Depot Inc.	OD09642	5,435.89	Supplies
31	U	3564	5350	6770	S	Mail Services	U. S. Postmaster	DP67955	50,000.00	Postage
32	U	3564	5350	6770	S	Mail Services	Prestige Graphics, Inc.	DP67966	14,875.00	Postage
33	U	4900	3431	6720	S	Central Services	Lincoln National Reassurance Company	TP47271	38,743.50	Life Insurance
34	U	4900	3501	6770	S	Central Services	Employment Development Dept.	DP68461	4,344.74	Unemploment Ins
35	U	4914	6413	6720	S	BANNER Implementation - DBO	CDW Government, Inc.	PO54610	7,169.93	Equipment
36	U	4914	6431	6200	S	BANNER Implementation - DBO	Americal Systems Inc	PO41556	6,245.40	Equipment
37	U	4914	6431	6200	S	BANNER Implementation - DBO	OP Contract	PO41555	5,081.02	Equipment
38	U	7108	4303	0900	C	Aeronautics	Airparts, Inc.	PO59732	3,340.49	Supplies
39	U	7630	5350	4900	C	Foreign Students/Internatl Student	U. S. Postmaster	DP63869	6,000.00	Postage

	A	B	C	D	E	F	G	H	I	J
40	U	7742	5650	1200	C	Diagnostic Medical Imaging	Merry X-Ray Chem. Corp.	DP75414	4,623.03	M & R Equip
41	U	8560	4303	6799	N	Institutional Sup - Dwntwn	Virco Mfg Corporation	PO66303	3,877.80	Supplies
42	U	8840	5350	6010	C	Academic Admin - John Adams	U.S. Postal Service	DP60393	3,500.00	Postage
43							**Total Unrestricted**		**$ 610,102.26**	
44										
45										
46	731001	1130	6431	6960	S	A.S. Council - Phelan	National Business Furniture	PO59096	7,556.14	Equipment
47	724002	9230	5902	6820	S	Trust - Chart 6 Misc	CA Dept. of Education	DP68415	3,236.00	Other Expenses
48	713000	1105	9113	6720	C	Federal Financial Aid- Chart 6 Mis	CCSF - Enrollment Fees	DP14316	6,806.36	Financial Aid
49	713000	1105	9113	6720	C	Federal Financial Aid- Chart 6 Mis	City College of SF	DP14316C	4,656.50	Financial Aid
50	421400	0130	6202	7100	S	REN - Temp. Facilities	Hetch Hetchy Water and Power	DP40812	3,195.50	Capital Outlay
51	420646	0130	6202	7100	S	SM 98-99 PH Con Hall Air Supply	Comely Co	PO75405	3,015.00	Capital Outlay
52	420180	0130	6202	7100	S	HS - Temp. Facilities	Hetch Hetchy Water and Power	DP40812	3,195.50	Capital Outlay
53	412835	0130	6202	7100	S	HAZ MAT 97/98-JA Child Lead Ab	RGA Environmental, Inc.	DP40813	12,558.00	Capital Outlay
54	412246	0130	6203	7100	S	Reroof Batmale Hall	Kendall Young Associates	CT40821	15,000.00	Capital Outlay
55	412245	0130	6203	7100	S	Reroof John Adams	Kendall Young Associates	CT40820	15,000.00	Capital Outlay
56	412244	0130	6203	7100	S	Reroof Aeronautics Dept - Airport	Kendall Young Associates	CT40819	15,000.00	Capital Outlay
57	412243	0130	6203	7100	S	Reroof Conlan Hall	Kendall Young Associates	CT40818	15,000.00	Capital Outlay
58	412242	0130	6203	7100	S	Distilled Water System	Kendall Young Associates	CT40817	15,000.00	Capital Outlay
59	412015	0130	6201	7100	S	Remodel Allied Health	Freeman Beauty Holdings	TP41711A	15,984.00	Capital Outlay
60	412004	9320	6414	6120	C	Library-Furniture/Equipt.	Metropolitan Electrical	PO66062	9,079.00	Equipment
61	412004	9320	6414	6120	C	Library-Furniture/Equipt.	Grainger	PO61146	4,432.90	Equipment
62	129991	9210	5210	7010	S	Contract Ed Expenses	Teng J	TO11288	5,600.00	Travel
63	129991	9210	5210	7010	S	Contract Ed Expenses	Teng J	TO10129	4,376.00	Travel
64	129991	9210	5210	7010	S	Contract Ed Expenses	China Eastern Airlines	DP64351	4,076.80	Travel
65	125505	7630	4303	4900	C	International Education Proc Fees	Global Awards	PO63859	4,296.60	Supplies
66	123872	8850	6411	6490	N	Matriculation Non Credit 98-99	Virco Mfg Corporation	PO68411	4,446.33	Equipment
67	123850	2510	6413	6120	S	Telecom & Technology 98-99	MicroAge InfoSystems Services	PO66066	23,093.14	Equipment
68	123850	2510	6413	6120	S	Telecom & Technology 98-99	Micron Electronics	PO66058	13,013.25	Equipment
69	123849	6430	6413	6110	C	Instructional Equipt Repl 98-99	Micron Electronics	PO66058	3,098.39	Equipment
70	123849	7232	6414	1900	C	Instructional Equipt Repl 98-99	VWR Scientific	PO63696	3,836.38	Equipment
71	123849	7421	6413	0500	C	Instructional Equipt Repl 98-99	Audio Graphic Systems	PO68421	13,660.18	Equipment
72	123849	7504	6414	1000	C	Instructional Equipt Repl 98-99	Tuff Shed	PO65956	3,537.41	Equipment
73	123849	7512	6413	1500	C	Instructional Equipt Repl 98-99	Micron Electronics	PO66058	17,351.00	Equipment
74	123849	7512	6413	1500	C	Instructional Equipt Repl 98-99	GE Capital IT Solutions	PO53288	14,668.33	Equipment
75	123849	7550	6411	1000	C	Instructional Equipt Repl 98-99	Virco Mfg Corporation	PO60037	3,845.25	Equipment
76	123849	7550	6414	1000	C	Instructional Equipt Repl 98-99	BBI Engineering, Inc.	PO59501	5,422.84	Equipment
77	123849	7612	6413	1500	C	Instructional Equipt Repl 98-99	CCSF Bookstore	PO60108	20,512.57	Equipment
78	123849	7708	6414	1200	C	Instructional Equipt Repl 98-99	J B Dental Supply	PO60785	7,837.01	Equipment

Resolution No. 990527-C2
Attachment A

	A	B	C	D	E	F	G	H	I	J
79	123849	7756	6413	1200	C	Instructional Equipt Repl 98-99	US Machinery	PO60368	3,721.56	Equipment
80	123849	8440	5640	6010	C	Instructional Equipt Repl 98-99	IKON Office Solutions	PO68104	13,122.00	M & R
81	123849	8440	6414	6010	C	Instructional Equipt Repl 98-99	IKON Office Solutions	PO68103	28,650.51	Equipment
82	123849	9320	6413	6120	C	Instructional Equipt Repl 98-99	Micron Electronics	PO66058	64,136.74	Equipment
83	123849	9320	6414	0500	N	Instructional Equipt Repl 98-99	Audio Graphic Systems	PO57446	6,466.62	Equipment
84	123849	9500	6413	0700	C	Instructional Equipt Repl 98-99	Sefco, Inc.	PO30033	14,838.48	Equipment
85	123849	9500	6413	0700	C	Instructional Equipt Repl 98-99	Oracle 8	PO62736	3,803.59	Equipment
86	123848	9320	6304	6120	C	BLK GRNT-TAX SHRTFALL 98-9	Information Access Company	TP66071	10,745.84	Equipment
87	123846	7138	6414	0500	C	Block Grant 97-98	Economy Restaurant Fixtures	PO58595	7,787.49	Equipment
88	123846	7516	6414	1000	C	Block Grant 97-98	Audio Graphic Systems	IP58463	4,831.53	Equipment
89	123846	7550	6413	1000	C	Block Grant 97-98	CCSF Bookstore	PO60024	12,498.30	Equipment
90	123502	9210	6413	7010	S	ECO DEV-CFE 98-99	Sefco, Inc.	PO69094	3,445.96	Equipment
91	123204	7320	4302	6420	N	DSPS Excess Costs 98-99	Multiwave Technology	PO62646	4,892.53	Supplies
92	123204	7320	4302	6420	N	DSPS Excess Costs 98-99	Memory Depot	PO66602	3,369.50	Supplies
93	123204	7320	6413	6420	N	DSPS Excess Costs 98-99	HIQ Computer Systems	PO62650	5,446.71	Equipment
94	123204	7320	6413	6420	N	DSPS Excess Costs 98-99	Computer Systems Delivered	PO66607	4,990.89	Equipment
95	123204	7320	6413	6420	N	DSPS Excess Costs 98-99	Multiwave Technology	PO62645	3,786.13	Equipment
96	123204	7320	6414	6420	C	DSPS Excess Costs 98-99	Phonic Ear Inc.	PO60950	3,392.84	Equipment
97	123112	7800	6413	6499	N	Calworks 98-99	ICON-3F Microsystems Inc.	PO62389	7,885.53	Equipment
98	123111	7800	4303	6920	N	CALWORKS 97-98	Mancini's Sleepworld	PO75518	4,774.00	Supplies
99	123111	7800	5650	6499	N	CALWORKS 97-98	Xerox Corp	TP46694	5,000.00	M & R Equip
100	123111	7800	6411	6920	N	CALWORKS 97-98	Rifton/Community Playthings	PO75514	24,794.53	Equipment
101	123111	7800	6411	6920	N	CALWORKS 97-98	Child Technologies	PO75511	7,378.22	Equipment
102	123111	7800	6411	6920	N	CALWORKS 97-98	Childcraft Education Corp	PO75512	6,172.13	Equipment
103	123005	2058	6413	6750	S	AB 1725 Staff Development 98-99	Dell Computer Corp.	PO68012	5,121.84	Equipment
104	121506	7173	6413	6720	S	Vatea T2C 98-99	Dell Computer Corp.	PO46674	4,645.78	Equipment
105	121506	7173	6413	6720	S	Vatea T2C 98-99	Sehi Computer Products	PO50684	3,637.68	Equipment
106	121304	5152	6413	6010	C	T3 St. Success 98-99	Micron Electronics	PO66058	4,957.43	Equipment
107	121244	8180	4102	4900	N	ABE/ESL/BASIC 98-99	Books On Wings	PO60303	3,049.57	Supplies
108	121244	8180	6413	1500	N	ABE/ESL/BASIC 98-99	CCSF Bookstore	PO50916	3,347.23	Equipment
109	121165	7176	4303	6470	N	JTPA-PIC T3 Assessment 98-99	Consulting Psychologists Press, Inc.	PO00194	3,430.68	Supplies
110	121123	7177	6413	7030	N	DOL/ETA GARMENT 2000 98-99	WebSurd	DP58796	4,448.50	Equipment
111							**Total Restricted**		**$ 589,956.72**	
112										
113							**Total Unrestrricted and Restricted**		1,200,058.98	

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: May 27, 1999 **C3**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Acceptance of Gifts
(Resolution No. 990527-C3)

BACKGROUND INFORMATION:

SFCCD Policy Manual Section 8.08 Acceptance of Gifts provides that (1) motor vehicles, (2) aircraft, (3) cash exceeding $250, (4) securities, (5) precious stones, (6) precious metals, (7) goods other than (1) or (2) above with a market value exceeding $1,500, be accepted by the SFCCD only by resolution of the Board of Trustees.

From time to time an item is offered as a gift to the SFCCD to be used for educational purposes.

RECOMMENDATION:

WHEREAS: the SFCCD has been tendered the gifts detailed in Attachment A;

WHEREAS: Frances Lee, Provost, declares that these gifts will enhance the instructional program of the San Francisco Community College District;

RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees, are hereby authorized to accept the gifts listed on Attachment A for and in the name of the San Francisco Community College District;

FURTHER BE IT RESOLVED: That upon transfer of legal title of these gifts described in Attachment A, the Secretary of the SFCCD Board of Trustees is directed to notify the donors of acceptance of the gifts by the governing board.

BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR

ATTACHMENT A
RESOLUTION: 990527 - C3

DESCRIPTION	DONOR	BENEFICIARY	MARKET VALUE DECLARED BY DONOR
1) Cash	Dr. Natalie Berg San Francisco	Contributed funds for expenses incurred during CCSF Choral Group's performance in Sacramento-Inaugural Festivities-January 3, 1999.	$ 2,500.00
2) Cash	Al Galvez Fresno	CCSF Mission Science Workshop	$ 750.00
3) Computer Software	Jeff Stanley Van Nuys	CCSF Broadcast Media	$ 5,000.00
4) Books	Flo Braker Palo Alto	CCSF Resource Library for Students of the Hospitality Program	$ 5,812.95
5) Cash	Charles J. Burke Berkeley	CCSF Dance Scholarship	$ 300.00
6) Cash	Doris Sze Chun Berkeley	CCSF Asian Studies Scholarship	$ 300.00
7) Cash	The Edith, Mary and Gretchen Lins Foundation San Francisco	CCSF CBAA Scholarship	$ 500.00

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: May 27, 1999 **F1**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Academic Educational Administrator
Sabbatical Leave - Fall 1999
(Resolution No. 990527 - F1)

BACKGROUND INFORMATION:

Resolution No. 990527 - F1 covers an academic educational administrator's (RITA JONES) request for a Sabbatical Leave (one semester from the District during a portion of the 1999-2000 fiscal year.) Board of Trustees' approval is required.

RECOMMENDATION:

RESOLVED: That effective August 1, 1999 through January 18, 2000, RITA JONES, be placed on Sabbatical Leave from her 1999-2000 administrative position as Dean, Library and Learning Resources. This leave is pursuant to the provisions of the San Francisco Community College District Policy Manual 3.17.L - Sabbatical Leave.

Gary Tom, Originator

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: May 27, 1999 **F2**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Appointment
Educational Academic Administrator
(Resolution No. 990527 - F2)

BACKGROUND INFORMATION:

Resolution No. 990527 - F2 covers an educational academic administrative appointment for the Dean, School of Liberal Arts and Castro/Valencia Campus (Office of the Provost). Board of Trustees' approval is required.

RECOMMENDATION:

RESOLVED: That effective _____, _____ be appointed as Dean, School of Liberal Arts and Castro/Valencia Campus (Office of the Provost). Salary shall be in accordance with the 1998/1999 Management Salary Schedule, Classification B, Dean I/Associate.

Gary Tom, Originator

05/27/99 - F2 page 1

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

G1-G4

DATE: May 27, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: **Academic Employees**
Credit Program/Non-Credit Program
District Funded
City College of San Francisco
(Resolutions 990527-G1-G4)

BACKGROUND INFORMATION:

These resolutions cover district funded academic employees appointments and/or other related personnel transactions. Unless otherwise indicated in the resolution, appointments are classified as temporary. Board of Trustees approval is required.

The following resolutions are recommended for adoption.

Nicholas T. Hovland, Originator

BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR

RESOLUTION 990527-G1

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC EMPLOYEES: General Fund, Unrestricted

RESOLVED: That the following named persons be appointed to temporary part-time academic assignments for the semester and department shown. Employment is contingent upon adequate class enrollment, possession of applicable minimum qualifications and/or applicable credential, tuberculosis clearance, assignment availability under Article 13-1 of the AFT contract and completion of all District documents necessary to establish eligibility for appointment. Salary shall be in accordance with the appropriate instructional/non instructional rates as provided by Article 20 of the AFT contract. Total assignments for temporary part-time academic employees shall not exceed 60% of the hours per week considered a full-time assignment for regular employees having comparable duties. Total overload/extra pay assignments for full-time academic employees shall be in accordance with the relevant provisions of the appropriate bargaining contracts and the City College of San Francisco Faculty Handbook.

FALL 1998

(+: Full-time overload/extra pay)
(*: New hourly academic employee)

Name	Department	Division
Greger, Christopher	English	Credit
Louie, Sammy	Hospitality Training	NonCredit

G1 FALL 1998: 2

SPRING 1999

(+: Full-time overload/extra pay)
(*: New hourly academic employee)

	Name	Department	Division
	Burgess, Ph.D., Alisa	Foreign Student Advising	Credit
	Cedillo, Arnulfo	Matriculation	Credit
	Chapman, Theresa	Trade Skills	NonCredit
+	Chen, Pearl B	Foreign Student Advising	Credit
	Chinn, Brenda C	Concert Lecture Serice	Credit
	Chypyha, Elinor	Evening Division	Credit
	Damato, Lawrence R.	Articulation	Credit
	DeGirolamo, Gerald I	Evening Division	Credit
	Ecton, Vicky	Health Care Technology	NonCredit
	Esterman, Richard	Instructional Computing Lab	Credit
+	Fiore, Linda J	Institute of Int'l Students	Credit
+	Garcia, Diane Renee	Dianostic Medical Imagining	Credit
	Geis, Bayard	Instructional Computing Lab	Credit
	Greger, Christopher Ka	English	Credit
	Haaga, Donald L.	Graphic Communication	Credit
+	Haynes, Lynetta D	Bus/Office Tech/Small Bus	NonCredit
+	Heredia, Maria L	Counseling	Credit
	Horowitz, Manly	Library Services	Credit
+	Jew, Carl	Counseling	Credit
+	Larin, Renato A	Mission Campus	Credit
	Latham, Raymond	English As a Second Language	Credit
	Laughlin, Sean	Phys Education & Dance	Credit
	Ledford, Fran	Health Care Technology	NonCredit
+	Lim, James Horn	Library Services	Credit
+	Luana, . .	African-American Studies	Credit
+	Matsumura, Mikiko	Language Lab/LLRC	Credit

	Mattea, Betty	Dianostic Medical Imagining	Credit
	McCabe, Donna M.	Broadcast Electronic Media Art	Credit
+	McCarthy, Denise Kathe	Information Technology Srvcs	NonCredit
	McCloskey, Jack	Apprenticeship Pgm	Credit
	McDonald, Stephanie R	Library Services	Credit
	Moore, Craig	Phys Education & Dance	Credit
	Morse, James S.	Hotel & Restaurant Operation	Credit
	Mostasisa, Theresa M.	Licensed Vocational Nursing	Credit
	Mostasisa, Theresa M.	Licensed Vocational Nursing	NonCredit
*	Niosi, Andrea E.	Library Services	Credit
+	Obenchain, Cynthia	Foreign Student Advising	Credit
+	Oldham, Mary Thereza	Bus/Office Tech/Small Bus	Credit
	Orzech, David	DSPS Disabled Stud Prog	Credit
	Parodi, Micheal	Physical Education & Dance	Credit
+	Pirolt, Erwin	Evening Division	Credit
+	Porter, Evelyn Massey	Licensed Vocational Nursing	NonCredit
	Prayrano, Michael	ASAM	Credit
+	Quadra, Indiana G	Latin-American Studies	Credit
	Resus, Araceli	Phillipine Studies	Credit
	Rincon, Dory P	Health Care Technology	Credit
+	Roth, Robin H	Aids Awareness	Credit
	Rubin, Ronald S	Bus/Office Tech/Small Bus	Credit
	Saunders, Katharine Go	Mathematics	Credit
	Seckman, John	Graphic communication	Credit
	Setzler, Fred B.	Environmental Hort & Floristy	Credit
+	Silva, Manuel Joseph	Licensed Vocational Nursing	NonCredit
+	Summers, Kathryn J	Nursing	Credit
	Suresh, Banu	English As a Second Language	NonCredit
+	Taylor, Clark L	AIDS Awareness	Credit
+	Torres, Chita	Licensed Vocational Nursing	NonCredit
+	Vasquez, Maria C	Counseling	Credit
+	Vota, Margaret E.	Bus/Office Tech/Small Bus	Credit
	Wettrich, Ann M.	Interdisciplinary Studies	Credit
+	Whitehead, John	Social Science	Credit
	Williams, Marilyn Joyc	Broadcast Electronic Media Art	Credit
	Withycombe, Amber E.	Graphic Communication	Credit
+	Wong, Paul	Foreign Student Advising	Credit
+	Woodard, Patsy A	Vocational Nursing	Credit
	Yim, Les K.	Radiation Oncology Technology	Credit
+	Young, Paul G	Biological Sciences	Credit
+	Zlotnick, Jan F	Nursing	Credit

SUMMER 1999

(+: Full-time overload/extra pay)
(*: New hourly academic employee)

	Name	Department	Division
	Abel, Jennifer M	English As a Second Language	NonCredit
+	Aguiar, Glenn E	Mathematics	Credit
+	Allen, Mary J	Health Care Technology	Credit

	Alvarado, Claudia Judi	Mathematics	Credit
	Ancona, Patricia J	Art	Credit
+	Angeloff, Thomas	Physics	Credit
	Aninao, Juan C	English As a Second Language	Credit
+	Armstrong, James C	Chemistry	Credit
	Ashton, Mary E	Biological Sciences	Credit
	Atkinson, Guy Newton	Mathematics	Credit
	Atkinson, Lynne A	Phys Education & Dance	Credit
	Azarmi, Gholam Reza	Child Dev. & Family Studies	Credit
	Azevedo, Neyde	Music	Credit
	Badler, Randolph D	Behavioral Sciences	Credit
+	Baird, Roger L	Art	Credit
	Baraff, Barbara E	Foreign Languages	Credit
	Barnhart, Jere L	Computer & Information Science	Credit
	Barona, Marisa	English As a Second Language	NonCredit
	Bartholomew, Muriel I	Foreign Languages	Credit
+	Barton, Gail G	Phys Education & Dance	Credit
	Barton, Gary J	Health Science	Credit
+	Batchelor, Karen L	English As a Second Language	Credit
	Bayer, Stephen Scott	Behavioral Sciences	Credit
+	Beasley, Willis M	Engineering & Technology(Weld)	Credit
+	Bedecarrax, Edmund	Study Abroad	Credit
	Bell, Elise J.	Computer & Information Science	Credit
+	Bell, Loren	English	Credit
	Bennich, Agathe	Art	Credit
	Benshoof-Holler, Marga	English As a Second Language	NonCredit
	Bibliowicz, Morris	English As a Second Language	NonCredit
	Blair, Caroline M	Film Production	Credit
	Block, Angela Mary	Behavioral Sciences	Credit
+	Blood, David E	Phys Education & Dance	Credit
	Bloom, Harriet	Older Adults	NonCredit
	Boguski, Mark E	Art	Credit
+	Borrazas, James	English As a Second Language	NonCredit
	Boufis, Christina M.	English	Credit
	Bozina, Robert P	Music	Credit
	Brady, Joyce	Health Science	Credit
+	Brent, Elizabeth	Child Dev. & Family Studies	Credit
	Britton, Ruth B	English As a Second Language	Credit
+	Brongel, Richard E	Engineering & Technology(Weld)	Credit
	Brothers, Jo E	Consumer Education	NonCredit
	Brouwer, Tine Marie	Library Information Technology	Credit
+	Brown III, Harold C	Phys Education & Dance	Credit
+	Brown, Jessica Janiece	English	Credit
+	Brown, Steven W	Environmental Hort & Floristy	Credit
+	Buford, Sylvia Y	Child Dev. & Family Studies	Credit
	Bunting, Fred B.	Graphic Communication	Credit
	Burick, Kathleen L	Phys Education & Dance	Credit
+	Butler, Rebecca Joyce	Bus/Office Tech/Small Bus	Credit
	Bykle, Tron J	Art	Credit
	Byrne, Patrick F.	Computer & Information Science	Credit
+	Cabral, Barbara A	Interdisciplinary Studies	Credit

	Callahan, Patsy B	Biological Sciences	Credit
	Calvello, III, Michael	Computer & Information Science	Credit
	Campos, Marcia	Transitional Studies	NonCredit
	Capraroiu, Elena Gabri	Foreign Languages	Credit
+	Carfantan, Gerard T	Foreign Languages	Credit
	Carlson, Lennis Jay	Music	Credit
	Carpenter, Janet Louis	Art	Credit
	Carpenter, Willard	Social Science	Credit
	Casper, Harris	English As a Second Language	NonCredit
+	Castro-Gonzalez, Gonza	Mathematics	Credit
	Cavanaugh, D Joy	Older Adults	NonCredit
	Cerone, Kay A	Bus/Office Tech/Small Bus	NonCredit
	Cham, James F	English As a Second Language	NonCredit
	Chan, Andrew K	English As a Second Language	NonCredit
	Chang, Benjamin P	English As a Second Language	NonCredit
	Chapman, Theresa	Trade Skills	NonCredit
	Chen, Cora	English As a Second Language	Credit
	Chen, Kwan S	Mathematics	Credit
	Cheng, Chih-Yih	Foreign Languages	Credit
	Chiang, William W.	Behavioral Sciences	Credit
	Chin, Eddie Y	English As a Second Language	NonCredit
	Ching, Gary K	Architecture	Credit
	Ching, Paul Wakee	Engineering & Technology(Weld)	Credit
	Chinn, Garrett	Older Adults	NonCredit
	Clark, Dani L	English As a Second Language	NonCredit
	Clark, Eva H	Transitional Studies	NonCredit
+	Clark, Ophelia	Bus/Office Tech/Small Bus	NonCredit
	Collins, Forrest W	English As a Second Language	NonCredit
+	Common, Kurt	Architecture	Credit
	Conaway, Ellen Suhr	Disabled Stud Prog & Services	NonCredit
	Cousineau, Kathryn	Architecture	Credit
	Cross, Kevin P	English As a Second Language	NonCredit
	Cummins, James E	English As a Second Language	NonCredit
	Cunningham, James B	Phys Education & Dance	Credit
	Curl, Diana E	Child Dev. & Family Studies	Credit
	Cutten, Barbara M	Bus/Office Tech/Small Bus	Credit
	Daddy, Kwaku	Music	Credit
+	Dang, Lorrain L	Chemistry	Credit
	Danjelic, Erica	Disabled Stud Prog & Services	NonCredit
	Datz, Alison M	English As a Second Language	NonCredit
+	Daubenmire, Gregory T.	Mathematics	Credit
	Davis, Bob	Music	Credit
	Dennehy, Ann M.	English As a Second Language	NonCredit
	Dent, Carol J	English As a Second Language	NonCredit
	Devereaux, Mary P	English As a Second Language	NonCredit
+	Dewar, Cynthia E	English	Credit
	Diaz, Edward T	Phys Education & Dance	Credit
	Dimitric, Radoslav M.	Mathematics	Credit
	Doane, Timotha J	English As a Second Language	Credit
	Dominguez, Robert D	English As a Second Language	NonCredit
+	Duggan, Bradley J	Phys Education & Dance	Credit

	Edmondson, Wilbur O	English As a Second Language	NonCredit
+	Edwards, Sharon	Interdisciplinary Studies	Credit
	Edwardson, Lawrence H	English As a Second Language	NonCredit
	Enciso, Franz J	Music	Credit
+	Ericson, Sandra F	Consumer Arts & Sciences	Credit
	Escalante, Martin P	Automotive/Trade Skills	NonCredit
+	Fa, Angelina M	Asian-American Studies	Credit
+	Fan, Mark M	Library Services	Credit
	Fang, Lynn L	Consumer Education	NonCredit
	Fazackerley, James M	Health Care Technology	Credit
+	Fenner, Richard C	Music	Credit
	Fergus, Brian S	Music	Credit
	Fernandez, Purba	Earth Sciences	Credit
	Ferraz, Steven D	Phys Education & Dance	Credit
+	Few, John E	Library Services	Credit
	Fine, Brandon L	English As a Second Language	NonCredit
	Finkelstein, Joey A	English As a Second Language	NonCredit
+	Fiore, Linda J	Health Care Technology	Credit
	Firestone, Alan H.	Art	Credit
	Fisher, Ian K.	Bus/Office Tech/Small Bus	NonCredit
	Fleming, Anne M	English As a Second Language	NonCredit
+	Fong, Raymond H	Chemistry	Credit
+	Fowler, Janet E	English As a Second Language	NonCredit
	Frahm, Janene	English	Credit
+	Francisco, Christine	English As a Second Language	Credit
+	Fregly, Carol A	English	Credit
	Fung, Allen Q	Computer & Information Science	Credit
	Gagliardi, Frank	Trade Skills	NonCredit
+	Gamba, Raymond J.	Behavioral Sciences	Credit
+	Garcia, Diane Renee	Dianostic Medical Imagining	Credit
	Gensler, Theresa M	Phys Education & Dance	Credit
	Gill, Carl	Bus/Office Tech/Small Bus	NonCredit
	Ginsberg, Elaine B	Art	Credit
	Giusto, Thomas L	Phys Education & Dance	Credit
+	Glanzer, Carole S	English As a Second Language	NonCredit
	Goldberg, Alan H	English As a Second Language	NonCredit
	Goldthorpe, Jeffrey T	English	Credit
	Good, Maral	Disabled Stud Prog & Services	NonCredit
	Goseco, Marcia Priscil	Bus/Office Tech/Small Bus	NonCredit
+	Graber, Mary R	Phys Education & Dance	Credit
+	Grady, Margaret	Phys Education & Dance	Credit
	Grandits, Frank J	English As a Second Language	Credit
+	Grant, Fumiko Y	Asian Studies	Credit
+	Grass, James C	Biological Sciences	Credit
	Grayson, Richard B	Bus/Office Tech/Small Bus	Credit
+	Green, Jacquelyn W	Foreign Languages	Credit
	Greger, Christopher Ka	English	Credit
	Greggains, Raymond	Phys Education & Dance	Credit
	Griffis, Stanley J	Transitional Studies	NonCredit
	Griffiths, Robert D	English As a Second Language	NonCredit
	Grimes, Paul G	English As a Second Language	Credit

	Guiuan, Antonio S	Asian-American Studies	Credit
	Gurney, Robert Peter	Behavioral Sciences	Credit
	Guthrie, Terry W	English As a Second Language	Credit
	Gutierrez, Eusebio R	Broadcast Electronic Media Art	Credit
	Gutierrez, William E	Automotive/Trade Skills	NonCredit
+	Hall, Terrance N	Health Science	Credit
+	Hall, Terrance N	Health Science	NonCredit
	Halpern, Irene	Older Adults	NonCredit
+	Hammerich, Keith C	Hotel & Restaurant Operation	Credit
	Hanada, Violet S	Computer & Information Science	Credit
	Harb, Kamal M	Health Science	Credit
	Harden, David Lee	Computer & Information Science	Credit
+	Hardiman, David	Music	Credit
+	Harris, Theresa E	Health Science	Credit
	Hauss, Robert Thurston	Mathematics	Credit
	Hawthorne, Mark R	Administration of Justice	Credit
+	Hayes, Daniel	Phys Education & Dance	Credit
+	Haynes, Lynetta D	Bus/Office Tech/Small Bus	NonCredit
	Haynes-Creswell, Sharo	Bus/Office Tech/Small Bus	NonCredit
	Hellerstein, Nathaniel	Mathematics	Credit
+	Hendricks, Joann	Bus/Office Tech/Small Bus	Credit
	Hill, Roger W	Biological Sciences	Credit
+	Hillan, John M	Environmental Hort & Floristy	Credit
	Hiraguri, Akira	Foreign Languages	Credit
+	Ho, Charles Y	Biological Sciences	Credit
	Ho, Lillian Y	English As a Second Language	NonCredit
	Hoffman, Camille S	English As a Second Language	NonCredit
	Holder, Victoria L	English As a Second Language	NonCredit
	Hom, Melvin L	Mathematics	Credit
	Hong, Patricia Y	English As a Second Language	NonCredit
	Hopkins, Aisjah B	Older Adults	NonCredit
	Howard, Nadereh	Photography	Credit
	Hsieh, Arthur B.	Health Care Technology	Credit
+	Hsu, Hilary K	Bus/Office Tech/Small Bus	Credit
+	Hu, Karin G	Behavioral Sciences	Credit
	Hu, Thomas	Mathematics	Credit
+	Hubbell, Judy	Music	Credit
	Hudson, Julia	Bus/Office Tech/Small Bus	NonCredit
	Hudspeth, Charles M	Music	Credit
	Hughes, Jeanne M	Phys Education & Dance	Credit
	Hughes, Patricia B	English As a Second Language	NonCredit
	Huizinga, Paul J	Instructional Computing Lab	Credit
	Hurley, Kathleen M	Dianostic Medical Imagining	Credit
	Husari, Nancy	English As a Second Language	NonCredit
	Ingersoll, Francis	Health Science	Credit
	Jackson, Ida	Bus/Office Tech/Small Bus	NonCredit
	Jackson, Lawrence J	Bus/Office Tech/Small Bus	NonCredit
	Jacobson, Sara E	English As a Second Language	NonCredit
	James, Arlene	Transitional Studies	NonCredit
	Jimenez, Adoracion Y.	Foreign Languages	Credit
	Johnson, Daniel P	Bus/Office Tech/Small Bus	Credit

	Johnson, Michael S	Foreign Languages	Credit
	Johnson, Robert T	Physics	Credit
	Johnson, Tracy L.	Child Dev. & Family Studies	Credit
	Jones, John W	Computer & Information Science	Credit
	Jones, Keith D.	Bus/Office Tech/Small Bus	NonCredit
	Jones, Robert	Study Abroad	Credit
	Jordan, Linda L.	Biological Sciences	Credit
+	Kao, Lancelot Long-Tse	Astronomy	Credit
	Karapetyan, Lyudmila S	Mathematics	Credit
	Kastner, Barbara J	English As a Second Language	Credit
	Kastner, Barbara J	English As a Second Language	NonCredit
	Kearsley, Jeanne	English As a Second Language	NonCredit
	Keeley, Gloria A	English As a Second Language	NonCredit
	Kipp, Ana R.	Transitional Studies	NonCredit
	Kling, Fred	Art	Credit
	Knapp, Glenn	Bus/Office Tech/Small Bus	Credit
+	Koffman, Laraine C	Computer & Information Science	Credit
+	Kuhns, Craig S	Bus/Office Tech/Small Bus	Credit
	Kwan, Dan Bingman	Foreign Languages	Credit
+	Larin, Renato A	Counseling	NonCredit
	Laroche, Randall E	English As a Second Language	NonCredit
	Lass, Barbara M.	Behavioral Sciences	Credit
	Lau, Shuk-Han	Bus/Office Tech/Small Bus	NonCredit
	Laughlin, Neil T	Phys Education & Dance	Credit
+	Laughlin, Sean M	Phys Education & Dance	Credit
+	Lee, Alfred T	Chemistry	Credit
	Lee, Diana N	English As a Second Language	NonCredit
	Lee, Susie K	English As a Second Language	NonCredit
	Lee, Wayne C	English As a Second Language	NonCredit
	Leech, Marla	Broadcast Electronic Media Art	Credit
	LeFebvre, Ben Heywood	Earth Sciences	Credit
	Leung, Bruce K	Bus/Office Tech/Small Bus	Credit
	Levy, Deborah Lynn	English As a Second Language	Credit
	Lichtenstein, Walter M	Foreign Languages	Credit
+	Lilienthal, Bruce W	Bus/Office Tech/Small Bus	Credit
+	Lin, Doris K	Chemistry	Credit
	Lindeboom, Robert T	English As a Second Language	NonCredit
	Lisker, David M	English As a Second Language	NonCredit
	Liu, Debra R	English As a Second Language	NonCredit
	Liu, Jean C	Bus/Office Tech/Small Bus	NonCredit
	Lombardi, Susanna	Art	Credit
	Loo, Josephine S	Learning Assistance	Credit
	Loomis, Craig Bailey	English	Credit
	Louie, Margaret L	Behavioral Sciences	Credit
	Louie, Van	English As a Second Language	NonCredit
+	Luana, . .	Phys Education & Dance	Credit
+	Lucarelli, Adam J	Phys Education & Dance	Credit
	Lyau, Pamela W	Phys Education & Dance	Credit
	Mack, Beverly K	Consumer Education	NonCredit
	Maineri, MaryAnn	Community Services	NonCredit
	Malachowski, Michael	Biological Sciences	Credit

	Marinas, Marina	Mathematics	Credit
	Marinoff, Joani Ellen	AIDS Awareness	Credit
	Martinez, Rose M	Bus/Office Tech/Small Bus	NonCredit
	Mauleon-Santana, Rebec	Music	Credit
+	McInerny, William J	Chemistry	Credit
	McKinney, Cleveland	Bus/Office Tech/Small Bus	NonCredit
	McMahan, Frank J	Health Care Technology	Credit
	Meis, Vincent T	English As a Second Language	NonCredit
	Merritt, Toney Wesley	Film Production	Credit
+	Metzler, Charles	Computer & Information Science	Credit
+	Meunier-Fiebelkorn, Mu	Child Dev. & Family Studies	Credit
	Mijatovic, Katarina	English As a Second Language	Credit
	Miller, David J	Bus/Office Tech/Small Bus	Credit
	Miller, H. Brown	English	Credit
	Mitchell, Patricia	English As a Second Language	NonCredit
+	Mogar, Mariannina	Child Dev. & Family Studies	Credit
	Moghtanei, Abbas	Computer & Information Science	Credit
	Monroy, Maria M	Bus/Office Tech/Small Bus	NonCredit
	Montesano, Philip	Evening Division	Credit
	Montesano, Philip	Social Science	Credit
	Moran, John	Phys Education & Dance	Credit
	Moreno, Renee M	Bus/Office Tech/Small Bus	Credit
	Moreno, Renee M	Bus/Office Tech/Small Bus	NonCredit
	Mueller, Gerald A	Music	Credit
	Murphy, Deborah S	English As a Second Language	NonCredit
+	Nagura, Diane	Phys Education & Dance	Credit
+	Nakahata, Alice	Child Dev. & Family Studies	Credit
+	Nance, Glenn R	Social Science	Credit
	Navarro, Francoise J	Foreign Languages	Credit
	Negrin, Alison	Hospitality Training	NonCredit
	Nelson, Marilyn	English As a Second Language	NonCredit
	Neumann, Robert J	English As a Second Language	NonCredit
	Nguyen, Chau B	English As a Second Language	NonCredit
	Nicholson, Joseph W	English As a Second Language	NonCredit
+	Nickliss, Alexandra	Social Science	Credit
	Nishikawa, Tomoji	Asian-American Studies	Credit
	Nishikawa, Tomoji	Behavioral Sciences	Credit
	Nzewi, Esther N.	Behavioral Sciences	Credit
	Ogbu, Marcellina Ada	Health Science	Credit
	Ogrodnik, Jayne	English As a Second Language	NonCredit
+	Olivier, Diane	Art	Credit
	Orbeck, Tanja	English As a Second Language	Credit
	Orille, Shirley B	Bus/Office Tech/Small Bus	NonCredit
+	Ortez, Donald J	Social Science	Credit
	Ousdahl, Tracy A	English As a Second Language	NonCredit
+	Owens, Rhonella C	Interdisciplinary Studies	Credit
+	Owyang, Douglas	Phys Education & Dance	Credit
	Paez, Ricardo	Automotive/Trade Skills	NonCredit
	Pang, Francis W	Automotive/Trade Skills	NonCredit
	Pang, Gin Y.	Asian-American Studies	Credit
	Parayno, Michael Donat	Asian-American Studies	Credit

	Parenteau, Muriel L	Disabled Stud Prog & Services	NonCredit
	Parker, James	English As a Second Language	NonCredit
	Payton, Jeannette H	English As a Second Language	NonCredit
+	Paz, Leo S	Phillipine Studies	Credit
+	Peck, Daniel	English As a Second Language	NonCredit
	Perry, John Hampton	English	Credit
	Pessagno, Diane	Bus/Office Tech/Small Bus	Credit
+	Phillips, Catherine	English As a Second Language	Credit
+	Piontkowski, Dennis	Mathematics	Credit
	Potter, Elizabeth A	Transitional Studies	NonCredit
	Preza, Balmore A	English As a Second Language	NonCredit
	Prince, Kuniko Ito	Foreign Languages	Credit
	Propst, Patrick	Astronomy	Credit
	Proulx, Gregory Allen	English As a Second Language	Credit
	Punsalan, Douglas	Film Production	Credit
	Quintana, Alejandro F	English As a Second Language	NonCredit
	Raskin, Steven M	Photography	Credit
	Reichman, Linda K	English As a Second Language	NonCredit
	Ren, Ming	Art	Credit
+	Renner, Mary L	Bus/Office Tech/Small Bus	Credit
	Reppun, Susan M	Phys Education & Dance	Credit
	Restivo, Douglas	Art	Credit
	Resus, Araceli	Phillipine Studies	Credit
	Reynolds, Linda	Study Abroad	Credit
	Rittenhouse, Amanda A	Health Science	Credit
	Rivera-Montanez, Julio	Foreign Languages	Credit
	Roberts, David M	Phys Education & Dance	Credit
	Rockwell, John Steven	Phys Education & Dance	Credit
+	Rose, Arthur W	Bus/Office Tech/Small Bus	NonCredit
	Rosenbaum, Leanna L	Instructional Computing Lab	Credit
	Rosenberg, Stephanie C	Bus/Office Tech/Small Bus	NonCredit
+	Rosenthal, Nadine	Learning Assistance	Credit
	Rothe, Marianne	English As a Second Language	NonCredit
	Rothstein, Ira Michael	Film Production	Credit
	Rowe, Peter C	Physics	Credit
	Ruane, Susan H	Child Dev. & Family Studies	Credit
+	Rush, George M	Phys Education & Dance	Credit
	Rush, Helen	Bus/Office Tech/Small Bus	NonCredit
+	Saginor, Karen	Library Information Technology	Credit
	Sakai, Yayoi A	Environmental Hort & Floristy	Credit
	Sanchez, Jorge	Behavioral Sciences	Credit
+	Saniee, Fariborz F	Engineering & Technology(Weld)	Credit
+	Sauve, James D	English	Credit
	Schug, Matthew	Trade Skills	NonCredit
	Schulz, Henry William	Behavioral Sciences	Credit
	Schuricht, Robert N	English As a Second Language	NonCredit
	Schwartz, Andrea	Photography	Credit
	Schwartz, Marvin L	English As a Second Language	NonCredit
	Selleck, Denise F	English As a Second Language	NonCredit
	Shaw, Deborah A	Theater Arts	Credit
	Siebert, Richard	English As a Second Language	NonCredit

	Silver, Elizabeth	English As a Second Language	NonCredit
	Silverman, Herb M	Transitional Studies	NonCredit
	Smith, Frank R	English As a Second Language	NonCredit
	Smith, Terrill C	Biological Sciences	Credit
	Spano, Giorgio	Foreign Languages	Credit
+	Srouji, Ghassan	Mathematics	Credit
+	Staff, Coni D	Phys Education & Dance	Credit
	Stanford, Darryl L	Astronomy	Credit
	Stoner, Marlene L	Bus/Office Tech/Small Bus	Credit
	Streckfuss, Jeanne W	Phys Education & Dance	Credit
	Stuart, John	Computer & Information Science	Credit
	Sung-Chun, Shirley	English As a Second Language	NonCredit
	Surrey, Keith M	English As a Second Language	NonCredit
	Swartz, Thomas J	Mathematics	Credit
+	Ta, Hoa M	Asian-American Studies	Credit
	Taha, Darian R.	Computer & Information Science	Credit
	Tai, Julia M	English As a Second Language	NonCredit
	Takamatsu, Nobuko	Foreign Languages	Credit
+	Tam, Mo-Shuet	English As a Second Language	Credit
+	Tang, Paul S	Mathematics	Credit
	Tarquino, Eve	English As a Second Language	NonCredit
	Tartak, Marvin H	Music	Credit
+	Taylor, Joyce T	English	Credit
	Thaggert, Henry Laymel	Mathematics	Credit
+	Thiry, Pierre S	Computer & Information Science	Credit
	Thompson, Eric Gregory	English	Credit
	Thompson, Gene	English As a Second Language	NonCredit
	Thormann, David G	English As a Second Language	NonCredit
+	Thornton, Kyle Richard	Dianostic Medical Imagining	Credit
	Tocchini, Ronald J	Foreign Languages	Credit
	Toney, Anita K	Art	Credit
	Toribio, Helen C	Asian-American Studies	Credit
	Townsell, Frank V	Music	Credit
+	Tragardh, Thomas	English As a Second Language	Credit
	Tran, Marlene	English As a Second Language	NonCredit
	Trasvina, Nicky R	Learning Assistance	Credit
	Trinh, Dinh X	Computer & Information Science	Credit
	Triplett, Samuel	English As a Second Language	NonCredit
+	Tsao, Chi W	Chemistry	Credit
+	Tse, Annie	Health Science	Credit
+	Turks, Victor L	English As a Second Language	Credit
	Tyau, Gaylore C	Bus/Office Tech/Small Bus	Credit
	Uchida, Hideki R	Bus/Office Tech/Small Bus	Credit
	Van Hasselt, Jade G	Child Dev. & Family Studies	Credit
	Van Stavern, Paul D	English As a Second Language	NonCredit
+	Vasquez, Miguel A	Study Abroad	Credit
	Vaughn, Leslie A	English As a Second Language	NonCredit
+	Vayngortin, Lev D	Mathematics	Credit
	Vazquez, Gustavo	Film Production	Credit
+	Villalta, Hugh A	Behavioral Sciences	Credit
	Wallis, Diane K	English As a Second Language	NonCredit

	Wang, Jean F	Foreign Languages	Credit
+	Webb, Rachel	English	Credit
	Weinberg, Gary L	English As a Second Language	Credit
	Weinstock, Gloria M	Theater Arts	Credit
+	White, Kathleen C	Child Dev. & Family Studies	Credit
+	Whitehead, John	Social Science	Credit
	Whiteside, Anne	English As a Second Language	NonCredit
	Wilk, John R	Theater Arts	Credit
	Williams, Maria M	Bus/Office Tech/Small Bus	NonCredit
	Williams, Rufus L	Bus/Office Tech/Small Bus	NonCredit
	Williamson, Kovak C	Bus/Office Tech/Small Bus	NonCredit
	Wisnieski, Carol J	English As a Second Language	NonCredit
	Womack, Christopher	English As a Second Language	Credit
	Wong, Ernest	English As a Second Language	NonCredit
+	Wong, Francisco	Social Science	Credit
	Wong, Jane S	Computer & Information Science	Credit
	Wong, Jones D	English As a Second Language	NonCredit
+	Wong, Mimi	English As a Second Language	NonCredit
	Wong, Oscar	Computer & Information Science	Credit
	Woo, Lily L	English As a Second Language	NonCredit
+	Woods, Anthony D	English	Credit
+	Wostner, Ulf T	Computer & Information Science	Credit
	Yamashiro, Lisa	Consumer Education	NonCredit
	Yan, Aimee Y	Consumer Education	NonCredit
	Yang, Helen Y	English As a Second Language	NonCredit
+	Yee, David	Physics	Credit
+	Yee, Jill	Behavioral Sciences	Credit
	Yeung, Ellen L	English As a Second Language	NonCredit
	Yu, Tien S	Foreign Languages	Credit
	Yuan, Steven	Automotive/Trade Skills	NonCredit
+	Zanetto, Janet S	English As a Second Language	Credit
	Zhang, Roger	English As a Second Language	NonCredit

G1 Summer 1999: 443

Total for G1: 512

RESOLUTION 990527-G2

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC EMPLOYEES: General Fund, Restricted

RESOLVED: That the following named persons be appointed to temporary part-time academic assignments for the semester, department and restricted program shown. Employment is contingent upon funds available in the applicable restricted program. Employment is contingent upon adequate class enrollment, possession of applicable minimum qualifications and/or applicable credential, tuberculosis clearance, assignment availability under Article 13-1 of the AFT contract and completion of all District documents necessary to establish eligibility for appointment. Salary shall be in accordance with the appropriate instructional/non-instructional rates as provided by Article 20 of the AFT contract. Total assignments for temporary part-time academic employees shall not exceed 60% of the hours per week considered a full-time assignment for regular employees having comparable duties. Total overload/extra pay assignments for full-time academic employees shall be in accordance with the relevant provisions of the appropriate bargaining contracts and the City College of San Francisco Faculty Handbook.

SPRING 1999

(+: Full-time overload/extra pay)
(*: New hourly academic employee)

	Name	Department	Grant	Division
+	Amsler, Mary	Matriculation	Matriculation Credit 98-99	Credit
+	Bell, Loren	Matriculation	Matriculation Credit 98-99	Credit
+	Chinn-Morales, Carole	Matriculation	Matriculation Non Credit 98-99	NonCredit
+	Cook, Venette	Matriculation	Matriculation Non Credit 98-99	NonCredit
+	Illick, Shirley A	Matriculation	Matriculation Credit 98-99	Credit
+	King, William C	Matriculation	Matriculation Credit 98-99	Credit
	McCurdy, Margaret	Matriculation/LC	Matriculation Credit 98-99	Credit
+	Moody, Cindy L	Matriculation	Matriculation Credit 98-99	Credit
+	Phillips, Catherine	Matriculation	Matriculation Credit 98-99	Credit
+	Rooney, Maureen Y	Matriculation	Matriculation Non Credit 98-99	NonCredit
	Sabolboro, Jessica	Matriculation	Matriculation Credit 98-99	Credit
+	Sauve, James D	Matriculation	Matriculation Credit 98-99	Credit
	Stanfield, Paula Kathleen	Counseling	Matriculation Credit 98-99	Credit
+	Tan, Bie H	Matriculation	Matriculation Credit 98-99	Credit
+	Tang, Paul S	Matriculation	Matriculation Credit 98-99	Credit
+	Taylor, Clark L	Matriculation/LC	Matriculation Credit 98-99	Credit
+	Vayngortin, Lev D	Matriculation	Matriculation Credit 98-99	Credit
+	Verdugo, Diana L	Counseling	Matriculation Credit 98-99	Credit
+	Wilson, Joan	Matriculation	Matriculation Credit 98-99	Credit

G2 Spring 1999: 19

SUMMER 1999

(+: Full-time overload/extra pay)
(*: New hourly academic employee)

	Name	Department	Grant	Division
+	Bullard, Pete M	Matriculation	Matriculation Non Credit 98-99	NonCredit
+	Chinn-Morales, Carole	English As a Second Language	Matriculation Non Credit 98-99	NonCredit
	Chuck, Terence Albert	Disabled Stud Prog & Services	DSPS Excess Costs 98-99	Credit
	De Cordova, Andre Monserr	Extended Oppo Prog & Services	EOPS 98-99	Credit
+	Fowler, Janet E	Matriculation	Matriculation Non Credit 98-99	NonCredit
	Franco, Maria Dolores	Extended Oppo Prog & Services	EOPS 98-99	Credit
+	Fried-Lee, Lauri	Matriculation	Matriculation Non Credit 98-99	NonCredit
+	Fullerton, Sandra	English As a Second Language	Matriculation Non Credit 98-99	NonCredit
	Griffin, Bernice Y	Extended Oppo Prog & Services	EOPS 98-99	Credit

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC
EMPLOYEES: General Fund, Restricted

	Guiuan, Antonio S	Extended Oppo Prog & Services	EOPS 98-99	Credit
	Guthrie, Terry W	Matriculation	Matriculation - Credit 99-00	Credit
	Jenkins, Alvin	Extended Oppo Prog & Services	EOPS 98-99	Credit
+	Khan, Shehla N	Matriculation	Matriculation Non Credit 98-99	NonCredit
+	Kwan, Marion	Extended Oppo Prog & Services	EOPS 98-99	Credit
+	Labrie, Portia S	Extended Oppo Prog & Services	EOPS 98-99	Credit
+	Leung, Lorelei	Extended Oppo Prog & Services	EOPS 98-99	Credit
+	Mackey, Robin H	Matriculation	Matriculation Non Credit 98-99	NonCredit
	Michelucci, Mabel L	Extended Oppo Prog & Services	EOPS 98-99	Credit
+	Nakamura, Louise	Disabled Stud Prog & Services	DSPS - Excess Cost 99-00	NonCredit
	Ousdahl, Tracy A	Matriculation	Matriculation Non Credit 98-99	NonCredit
+	Peck, Daniel	English As a Second Language	Matriculation Non Credit 98-99	NonCredit
+	Roberts, Laurie	Matriculation	Matriculation Credit 98-99	Credit
+	Ta, Hoa M	Extended Oppo Prog & Services	EOPS 98-99	Credit
+	Tam, Mo-Shuet	Matriculation	Matriculation Credit 98-99	Credit
+	Tragardh, Thomas	Matriculation	Matriculation Credit 98-99	Credit
+	Verdugo, Diana L	Extended Oppo Prog & Services	EOPS 98-99	Credit
+	Walsh, Laura	Matriculation	Matriculation Credit 98-99	Credit
+	Wendel, Nicole	Matriculation	Matriculation Non Credit 98-99	NonCredit
+	Zanetto, Janet S	English As a Second Language	Matriculation - Credit 99-00	Credit

G2 Summer 1999: 29

Total for G2: 48

Total Records: 560

990527-G3 **RESOLVED:** That for the effective dates shown the following named academic personnel be granted leave of absence:

Leave of Absence

NAME	DEPARTMENT/CAMPUS	CONTRACT SECTION		EFFECTIVE DATES
ELMER, JAN	Library / Phelan	17.B	100%	08/18/99-12/22/99
ERGUN, MARYLOU K.	ESL / Mission	17.P	40%	08/18/99-12/22/99
WEISMAN, VICKI A.	Transitional Studies / Gough	17.P	20%	08/18/99-05/26/00

990527-G4 **RESOLVED:** That Resolution 990325-G2, Leave of Absence, 1999-2000, be amended in part to show the following:

Amendment to Resolution

NAME	DEPARTMENT/CAMPUS	CONTRACT SECTION		EFFECTIVE DATES
CHANGE FROM:				
CHANG, HORTENSIA	DSPS / Phelan	17.P	20%	08/19/99-05/26/00
TO:				
CHANG, HORTENSIA	DSPS / Phelan	17.P	20%	08/18/99-05/26/00
CHANGE FROM:				
COHEN, INEZ S.	Library / Phelan	17.B	100%	08/19/99-12/22/99
TO:				
COHEN, INEZ S.	Library / Phelan	17.B	100%	08/18/99-12/22/99
CHANGE FROM:				
LINDGREN, H. ROGER	Engineering & Technology / Phelan	17.B	100%	08/19/99-05/28/00
TO:				
LINDGREN, N. ROGER	Engineering & Technology / Phelan	17.B	100%	08/18/99-05/26/00

990527-G4 (Cont.)

CHANGE				
FROM:				
TONG, DORLEEN	ESL / CH/NB	17.P	20%	08/19/99-12/22/99
TO:				
TONG, DORLEEN	ESL / CH/NB	17.P	20%	08/18/99-12/22/99
CHANGE				
FROM:				
WILENSKY, DEBRA S.	ESL / JAD	17.P	20%	08/19/99-05/26/99
TO:				
WILENSKY, DEBRA S.	ESL / JAD	17.P	20%	08/18/99-05/26/00

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

H1

DATE: May, 27, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: **Academic Employees**
Credit Program/Non-Credit Program
Categorically Funded
City College of San Francisco
(Resolutions 990527-H1)

BACKGROUND INFORMATION:

Resolutions 990527-H1 cover categorically funded temporary academic employees appointments and/or other related personnel transactions pursuant to the provision of California Education Code #87470. All Appointments are classified as temporary, when services are required and funds are provided. Board of Trustees approval is required.

The following resolutions are recommended for adoption.

Nicholas T. Hovland, Originator

BOARD OF TRUSTEES

LAWRENCE WONG, PRESIDENT • ANITA GRIER, VICE PRESIDENT • NATALIE BERG

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DR. PHILIP R. DAY, JR., CHANCELLOR

RESOLUTION 990527-H1 TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC EMPLOYEES: Categorically Funded.

RESOLVED: That the following named persons be appointed to temporary part-time academic assignments for the semester, department and grant shown. Employment is pursuant to Education Code section 87470 and contingent upon funds available in the applicable Grant/Contract. Employment is contingent upon adequate class enrollment, possession of applicable required minimum qualifications and/or applicable credential, tuberculosis clearance, assignment availability under Article 13-1 of the AFT contract and completion of all District documents necessary to establish eligibility for appointment. Salary shall be in accordance with the appropriate instructional/non-instructional rates as provided by Article 20 of the AFT contract. Total assignments for temporary part-time faculty shall not exceed 60% of the hours per week considered a full-time assignment for regular employees having comparable duties. Total overload/extra pay assignments shall be in accordance with the relevant provisions of the appropriate bargaining contract and the City College of San Francisco Faculty Handbook.

FALL 1998

(+: Full-time overload/extra pay)
(*: New hourly academic employee)

Name	Department	Grant	Division
Shields, William	Workforce Education	TANF	NonCredit
Shields, William	Workforce Education	CalWORKS rollover	NonCredit
Tse, Annie	Health Science	Calworks 98-99	Credit

H1 FALL 1998: 3

SPRING 1999

(+: Full-time overload/extra pay)
(*: New hourly academic employee)

	Name	Department	Grant	Division
+	Chan, P. Agnes W.	English As a Second Language	Vatea T2C 98-99	Credit
+	Common, Kurt	Engineering & Technology(Weld)	Vatea T2C 98-99	Credit
	Coto, Roberto A	Career Dev & Placement Ctr	TANF 98-99	Credit
	Habegger, Valerie	Transitional Studies	ABE/ESL/BASIC 98-99	NonCredit
	Hammer, Jennifer C	Teachers' Resource Center	ABE/ESL/BASIC 98-99	NonCredit
	Hohenstein, Charles Loui	Contract Education	SF Works-4	NonCredit
	Hohenstein, Charles Loui	Contract Education	SF Works-3	NonCredit
	James, Arlene	Teachers' Resource Center	ABE/ESL/BASIC 98-99	NonCredit
+	Kitchin, Deborah A	Contract Education	ECO/DEV WRKPLACE L C 98-99	NonCredit
+	Leung, Lorelei	Extended Oppo Prog & Services	SF URBAN/CA CAMP CONTRACT 98-99	Credit
	Lodico, Linda M.	Contract Education	ECO/DEV WRKPLACE L C 98-99	NonCredit
	Luckey, Bernadine Cori	Child Dev. & Family Studies	Foster Parenting 98-99	NonCredit
	Lyau, Pamela W	Contract Education	ECO DEV-CFE 98-99	NonCredit
+	Macri, Ben R	Trade Skills	TANF 98-99	NonCredit
+	Magee, Mary A	Work Force Education	Calworks 98-99	NonCredit
+	Martinez, Fred L	Bus/Office Tech/Small Bus	CA REAL ESTATE TEST FEES 98-99	Credit
+	McCarthy, Denise Kath	Information Technology Srvcs	TTIP 97-98	NonCredit
+	McClain, Laurene W	Asian Studies	Vatea T2C 98-99	Credit
	McKay, June Rumery	English As a Second Language	Partnership of Excellence	Credit
+	Morales, Leslie	Contract Education	SF Works-3	NonCredit
+	Morales, Leslie	Contract Education	SF Works-4	NonCredit
	Ohalloran, Patrick	Transitional Studies	VATEA - Title IIC	Credit
	Paz, Imelda	Workforce Education	Calworks 98-99	Credit
+	Perez, Linda C	Contract Education	SF Works-4	NonCredit

RESOLUTION 990527-H1 TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC EMPLOYEES: Categorically Funded.

+	Reinhertz, Tannis C	Hotel & Restaurant Operation	Vatea T2C 98-99	Credit
	Reynolds, Stanislaus G	Contract Education	DHS - Santa Rosa	NonCredit
+	Rico, Stephen M	Child Dev. & Family Studies	HEA/SFSU-CC/Viol & Counsel 98-99	NonCredit
+	Roaman, Chester A	Teachers' Resource Center	ABE/ESL/BASIC 98-99	NonCredit
	Saunders, Katharine Gove	Mathematics	TTIP 97-98	NonCredit
	Scanlan, Sonia S	Consumer Education	Federal Sources	NonCredit
	Scott, Diana G	Art	Vatea T2C 98-99	Credit
	Shore, Elisa	Teachers' Resource Center	ABE/ESL/BASIC 98-99	NonCredit
	Sneed, Jane W	Contract Education	SF Works-4	NonCredit
	Strong, Theodore R	Contract Education	DHS - Santa Rosa	NonCredit
+	Sykes, Leo E	Teachers' Resource Center	ABE/ESL/BASIC 98-99	Credit
+	Thiry, Pierre S	Computer & Information Science	T3 St. Success 98-99	Credit
+	Tse, Annie	Health Science	Calworks 98-99	Credit
+	Tse, Annie	Health Science	TANF 98-99	Credit
	Yeung, Ellen L	Teachers' Resource Center	ABE/ESL/BASIC 98-99	NonCredit
	Zimmerman, Susan	Matriculation	Matriculation Credit 98-99	Credit

H1 Spring 1999: 40

SUMMER 1999

(+: Full-time overload/extra pay)
(*: New hourly academic employee)

	Name	Department	Grant	Division
+	Abma, Deanna P	Vocational Education	Vatea T3e Tech Prep 98-99	NonCredit
+	Abma, Deanna P	Vocational Education	ECO/ATTC 98-99	NonCredit
	Auyeung, Mabel K	Child Dev. & Family Studies	SF Foundation-Com Initiative Fund	Credit
+	Buford, Sylvia Y	Child Dev. & Family Studies	Foster Parenting 98-99	NonCredit
	Canino, Richard M.	Vocational Education	ECO/ATTC 98-99	NonCredit
	Chapman, Theresa	Vocational Education	Vatea T2C 98-99	NonCredit
+	Chavaria, Frederick R	Vocational Education	Vatea T2C 98-99	NonCredit
+	Cheung, Margarita K	Vocational Education	DOL/ETA GARMENT 2000 98-99	NonCredit
+	Cheung, Margarita K	Vocational Education	ECO/CACT 98-99	NonCredit
	Coto, Roberto A	Vocational Education	Vatea T2b New Horizons Urban 98-99	NonCredit
+	Curtis, Arthur B	Vocational Education	Vatea T2C 98-99	NonCredit
	Dagen, Louis I.	Community Services	Foundations/Funds	NonCredit
	Elliott, Barbara B	Vocational Education	Vatea T2C 98-99	NonCredit
	Freeman-Mcguire, Michael	Vocational Education	Vatea T2C 98-99	NonCredit
	Gill, Carl	Contract Education	SF Works-3	NonCredit
	Gill, Carl	Contract Education	SF Works-4	NonCredit
	Glass, Meryl	Child Dev. & Family Studies	Vatea T2C 98-99	Credit
	Grose, Jacqueline Stam	Contract Education	SF Works-3	NonCredit
	Harrison, Lisa M.	Behavioral Sciences	JTPA-PIC/T3 OCT 98-99	Credit
	Johnson, Tracy L.	Child Dev. & Family Studies	SF Foundation-Com Initiative Fund	Credit
	Kennedy, Matthew	Behavioral Sciences	Vatea T2C 98-99	Credit
+	Ko, Hoi M	Vocational Education	Vatea T2C 98-99	NonCredit
	Kwan, Dan Bing	Health Science	Vatea T2C 98-99	NonCredit
	Lawson, Alliene M	Work Force Education	CALWORKS 97-98	Credit
+	Leung, Lorelei	Extended Oppo Prog & Services	SF URBAN/CA CAMP CONTRACT 98-99	Credit
	Loo, Josephine S	Learning Assistance	Vatea T2C 98-99	Credit
	Loo, Josephine S	Vocational Education	Vatea T3e Tech Prep 98-99	Credit
+	Mitchell, Tanya E	Vocational Education	Vatea T2C 98-99	NonCredit

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC EMPLOYEES: Categorically Funded.

	Nelson, Karin Chri	Career Dev & Placement Ctr	Vatea T2C 98-99	Credit
	Odell, John Main	Work Force Education	CALWORKS 97-98	Credit
+	Owens, Rhonella C	Staff Development	AB 1725 Staff Development 98-99	NonCredit
+	Perez, Linda C	Contract Education	SF Works-4	NonCredit
	Resus, Araceli	Phillipine Studies	Vatea T2C 98-99	Credit
+	Rico, Stephen M	Child Dev. & Family Studies	SF Foundation-Com Initiative Fund	Credit
	Roberts, Judith Ann	Behavioral Sciences	Vatea T2C 98-99	Credit
+	Romero, Manuel G	Vocational Education	Vatea T2C 98-99	NonCredit
	Scanlan, Sonia S	Consumer Education	Vatea T2C 98-99	Credit
	Scanlan, Sonia S	Consumer Education	CADPH/WICS Training Program 98-99	Credit
+	Shanahan, Maureen	Vocational Education	Vatea T3e Tech Prep 98-99	NonCredit
	Speraw, Andrea Ruth	Vocational Education	Vatea T2C 98-99	NonCredit
	Swann, Dhyana Barba Loui	Vocational Education	Vatea T2b New Horizons Urban 98-99	NonCredit
+	Tang-Quan, Ethel I	Staff Development	AB 1725 Staff Development 98-99	NonCredit
+	Watkins, Judith Sass	Vocational Education	DOL/ETA GARMENT 2000 98-99	NonCredit
	Wilk, John R	Theater Arts	Vatea T2C 98-99	Credit
	Wilner, Lorraine	Vocational Education	Vatea T2C 98-99	NonCredit
	Yamashiro, Lisa	Consumer Education	CADPH/WICS Training Program 98-99	Credit
+	Young, Alfred R	Vocational Education	DOL/ETA GARMENT 2000 98-99	NonCredit
+	Young, Alfred R	Vocational Education	ECO/CACT 98-99	NonCredit

H1 Summer 1999: 48

Total for H1: 91

Total Records: 91

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: May 27, 1999 **L1**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: **Human Resources**
Authorization to amend employment Contract(s)
(Resolution No. 990527 - L1)

BACKGROUND INFORMATION:

The Board of Trustees by Resolution No. 791120-B1 has made available to its employees the provisions of Section 403(b) of the United States Internal Revenue Code and Section 17501 of the California Revenue and Taxation Code.

Employees of the San Francisco Community College District may enter into an amendment of their employment contracts for the purpose of effecting a reduction in the salaries paid to such employees, and that for each employee who voluntarily elects to accept such reduction in his or her salary, the San Francisco Community College District shall, as directed by such employee, a) purchase, with an amount equal to the reduction in salary, a nontransferable annuity contract issued by an insurance company selected by the employee concerned, or (b) contribute an amount equal to such reduction in salary to a custodial account of a custodian selected by the employee, in which all rights under said custodial account shall be exercisable by the employee concerned.

RECOMMENDATION:

RESOLVED: That the Board of Trustees of the San Francisco Community college amend employment contract for the purpose of (a) purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those

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employees requesting such purchases or contributions, and (c) termination of the amendment to employment contract, complying with the provisions of Section 403(b) of the United States Internal Revenue Code, and Section 17501 of the California Revenue and Taxation Code.

a) INSURANCE COMPANIES	I.D. NO.	BI-WEEKLY Amount
Equitable Life	55564	200.00
Fidelity Guaranty Life	56284	30.00
Franklin	55078	500.00
Met Life	46761	161.00
National Health	06740	150.00
National Health	56968	812.00
Nationwide	14932	300.00
Northern Life	49740	50.00
Paul Revere	54158	300.00
Paul Revere	47970	200.00
Resources Trust	55962	25.00
Security First Life	06970	150.00
Security First Life	60968	200.00
Southwest Life	54046	300.00
Southwest Life	56172	100.00
South West Life	54046	200.00
State Street Bank STRS	56152	275.00
TIAA-CREF	39658	250.00
VALIC	39658	150.00
VALIC	10458	100.00
VALIC	54756	507.00
VALIC	56388	384.00
VALIC	21144	250.00
VALIC	54551	384.01
VALIC	57182	200.00
VALIC	55706	300.00

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b) CUSTODIAL ACCOUNTS	I.D. NO.	Bi-WEEKLY AMOUNT
Fidelity	57261	384.62
Fidelity	55923	75.00
Fidelity	54146	50.00
1st Interstate Denver	01134	475.00
Vanguard	25915	250.00
Vanguard	54933	266.00
Vanguard	60234	541.00
Vanguard	51856	250.00
Vanguard	43192	200.00

c) TERMINATION/CANCELLATIONS	I.D. NO.	BI-WEEKLY AMOUNT
Franklin Templeton	06740	100.00
Met Life	14932	250.00

FURTHER IT BE RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to purchase such annuity contracts or contribute to such custodial accounts, subject to ratification by the Board of Trustees.

James Kendrix, Originator

05/27/99 - L1 page 3

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE : May 27, 1999 **L2**

To: Board of Trustees

FROM: Dr. Philip R. Day Jr., Chancellor

Subject: Human Resources
Reemployment of Service Retirants
Under Education Code Section 24214
(Resolution No. 990527-L2)

Background Information:

Under California Education Code Section 24214, a retirant may be employed by a school district subject to a fiscal year earnings limitation established by State Teachers' Retirement System (STRS). The rate of pay for such employment shall not be less than the minimum, nor exceed that paid by the employer to other employees performing comparable duties. The 1999-00 STRS earnings limit is $18,300.

RECOMMENDATION:

Resolved: That effective for the dates shown, the following retirant be employed to perform duties as agreed at a compensation not to exceed the State Teachers' Retirement System limit on retirant compensation in any fiscal year as provided for in Education Code Section 24214 and appropriate STRS directions.

ALEXANDER, REGINALD July 1, 1999 - June 30, 2000

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CITY COLLEGE OF SAN FRANCISCO

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N1

DATE: May 27, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: **Academic Employees**
Community Services Classes
City College of San Francisco
(Resolutions 990527-N1)

BACKGROUND INFORMATION:

Resolutions 990527-N1 covers appointments of academic employees to Community Service Classes and/or other related transactions pursuant to the provisions of California Education Code #78300. All appointments are classified as temporary, hourly unless otherwise stated in the resolution. Board of Trustees approval is required.

The following resolutions are recommended for adoption.

Nicholas T. Hovland, Originator

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RESOLVED: That the following named persons be appointed to temporary part-time academic assignments in Community Services and related Programs pursuant to Education Code Section 78300. Employment is contingent upon adequate class enrollment, possession of applicable required minimum qualifications and/or applicable credential, tuberculosis clearance, assignment availability under Article 13-1 of the AFT contract and completion of all District documents necessary to establish eligibility for appointment. Salary shall be in accordance with the appropriate instructional/non-instructional rates as provided by Article 20 of the AFT contract. Total assignments for temporary part-time faculty shall not exceed 60% of the hours per week considered as full-time assignments for regular employees having comparable duties. Total overload/extra pay assignments for full-time faculty shall be in accordance with the relevant provisions of the appropriate bargaining contract and the City College of San Francisco Faculty Handbook.

SPRING 1999

(+: Full-time overload/extra pay)
(*: New hourly academic employee)

Name	Department	Division
Comandatone, Michael J	Community Services	NonCredit
Pastine, Francesca	Community Services	NonCredit

N1 Spring 1999: 2

SUMMER 1999

(+: Full-time overload/extra pay)
(*: New hourly academic employee)

Name	Department	Division
Axt, Anita A	Community Services	NonCredit
Berston, Hyman M	Community Services	NonCredit
Bhushan, Chandra	Community Services	NonCredit
Cadoppi, Carole S	Community Services	NonCredit
Dern, Marie C.	Community Services	NonCredit
Evans, Sharron L	Community Services	NonCredit
Fong, Edmond	Community Services	NonCredit
Gin, Ronald T	Community Services	NonCredit
Goldwach, Richard	Community Services	NonCredit
Goodheart, Marianna R.	Community Services	NonCredit
Gould, Martha L.	Community Services	NonCredit
Grannis, Anne C	Community Services	NonCredit
Grauberger, Mary E	Community Services	NonCredit
Gray, Marion R.	Community Services	NonCredit
+ Hamilton, Edward F	Community Services	NonCredit
Hope. Linda M.	Community Services	NonCredit
Horton, Margie M	Community Services	NonCredit
Hsieh, Francisco H.	Community Services	NonCredit
Huddleston, Judy	Community Services	NonCredit
Jacobsen, Leah	Community Services	NonCredit
Krebs, Kathleen E	Community Services	NonCredit
Lark-Wilson, Nyya F.	Community Services	NonCredit
Lieb, Reddy C	Community Services	NonCredit
Long, Electra L	Community Services	NonCredit
Moshammer, Paul A.	Community Services	NonCredit
Navarro, Francoise J	Community Services	NonCredit

O'Connor, Larry	Community Services	NonCredit
Pastine, Francesca	Community Services	NonCredit
Ruben, Jacqueline J	Community Services	NonCredit
Ruiz de la Pena, Marth	Community Services	NonCredit
Sandkuhler, Iris Evely	Community Services	NonCredit
Sawyer, Carol Jean	Community Services	NonCredit
Siff, Jessica C.	Community Services	NonCredit
Van der Valk, Anna-Lis	Community Services	NonCredit
White, Max L	Community Services	NonCredit
White, Mira M.	Community Services	NonCredit
Whitman, Patricia T.	Community Services	NonCredit
Whitmore, Tina	Community Services	NonCredit
Wilk, John R	Community Services	NonCredit
Willard, Deborah A	Community Services	NonCredit
Wisniewski, Nina L.	Community Services	NonCredit
Yamashiro, Lisa	Community Services	NonCredit

N1 Summer 1999: 42

Total for N1: 44

Total Records: 44

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: May 27, 1999 **S1**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: **SPECIAL**
Recommend Adoption of Modified Wage Rates for Specified Unrepresented Classified Building Trades Supervisory and Building Trades Employees for Fiscal Year 1998-1999 (Resolution No: 990527-S1)

BACKGROUND INFORMATION:

The administration has provided the non-exclusive representatives of the specified "Building Trades Supervisory" and "Building Trades" employees with an opportunity to "meet and discuss" the wage and benefit issues under contemplation consistent with the Board of Trustees' obligation as a public school employer under the Educational Employment Relations Act. The administration has subsequently recommended adjusting the wage rates for "Building Trades Supervisory" and "Building Trades" employees, as set forth in Attachment 1.

RECOMMENDATION:

RESOLVED: That the Board of Trustees adopts the modified wage rates for the "Building Trades Supervisory" and "Building Trades" classifications described in Attachment 1, to be effective on the date specified therein;

FURTHER BE IT RESOLVED: That the Chancellor and the Chief Operating Officer, and/or their designee(s) are hereby authorized and directed to implement this resolution and to submit any necessary finance resolutions to fund implementation of this resolution.

Originator: Lawrence C. Klein

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MODIFIED WAGE RATES FOR DISTRICT DESIGNATED
BUILDING TRADES SUPERVISORY AND BUILDING TRADES CLASSIFICATIONS
FOR FISCAL YEAR 1998-1999

I. CLASSIFICATIONS

The modified wage rates as set forth herein shall be applicable to the positions and/or employees designated as "Building Trades Supervisory" or "Building Trades" in the following classifications:

A. BUILDING TRADES SUPERVISORY:

3418 Gardener Assistant Supervisor (vacant)
7226 Carpenter Supervisor I
7238 Electrician Supervisor I
7242 Painter Supervisor I

B. BUILDING TRADES:

3417 Gardener
3428 Nursery Specialist
7342 Locksmith
7344 Carpenter
7345 Electrician
7346 Painter
7347 Plumber
7348 Steamfitter

II. WAGE RATES

The present biweekly wage rates for the above "Building Trades Supervisory" and "Building Trades" classifications shall be amended as follows, retroactive to April 17, 1999.

05/27/99 - S1 page 2

Class #	Class Title	Step 1	Step 2	Step 3	Step 4	Step 5
3417	Gardener	$1357.60	$1424.00	$1494.40	$1568.00	$1644.80
3418	Gardener Asst. Supe.	$1568.00	$1644.80	$1725.60	$1810.40	$1901.60
3428	Nursery Specialist	$1568.00	$1644.80	$1725.60	$1810.40	$1901.60
7226	Carpenter Supe. I	$2232.00	$2342.40	$2459.20	$2583.20	$2712.00
7238	Electrician Supe. I	$2168.00	$2276.80	$2390.40	$2509.60	$2635.20
7242	Painter Supe. 1 (A)	$1864.00	$1956.00	$2055.20	$2157.60	$2266.40
7242	Painter Supe. I (B)	$1966.40	$2065.60	$2168.80	$2276.80	$2390.40
7342	Locksmith	$1810.40	$1901.60	$1996.00	$2094.40	$2200.00
7344	Carpenter	$1810.40	$1901.60	$1996.00	$2094.40	$2200.00
7345	Electrician	$1918.40	$2013.60	$2114.40	$2220.80	$2331.20
7346	Painter	$1644.80	$1725.60	$1810.40	$1901.60	$1996.00
7347	Plumber	$2084.80	$2189.60	$2297.60	$2412.80	$2532.80
7348	Steamfitter	$2084.80	$2189.60	$2297.60	$2412.80	$2532.80

III. INTENT

This resolution is not intended to modify any other form of compensation, benefits, or other term or condition of employment not specifically enumerated herein.

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: May 27, 1999 **S2**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL
Recommend Adopting an Amendment to the Collective Bargaining Agreement between the American Federation of Teachers Local 2121 and the San Francisco Community College District (Resolution No: 990527-S2)

BACKGROUND INFORMATION:

The Collective Bargaining Agreement (CBA) between the American Federation of Teachers, Local 2121 (AFT) and the San Francisco Community College District (District), effective July 1, 1997, through June 30, 2000, provides a Formula for Allocation of Unrestricted New Revenues Other Than State COLA (Formula) in Academic Year 1998-1999 (and 1999-2000). Representatives of AFT and of the Board of Trustees have concluded the process contemplated by the Formula and wish to amend the CBA to allocate the revenues identified by the parties to specific improvements in the Compensation/Salaries and Fringe Benefits provisions of the CBA. The Board of Trustees, pursuant to Government Code Section 3547.5, has disclosed at this public meeting the major provisions of the Amendment to the CBA, including costs to be incurred under the CBA for the time period covered by the CBA.

RECOMMENDATION:

RESOLVED: That the Board of Trustees approves, ratifies and adopts the Amendment to the CBA to be effective on the dates specified therein, a copy of which is on file with the Secretary of the Board of Trustees and by this reference is made a part of this Resolution as though fully set forth herein;

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee(s) are hereby authorized and directed to implement this Resolution and to submit any necessary finance resolutions to fund implementation of this Resolution.

Lawrence C. Klein, Originator

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

P1

DATE: May 27, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: **Policy Manual**
Amending The San Francisco Community College District Policy Manual Section 2.02-Administrative And Organizational Structure Of The San Francisco Community College District.
(Resolution No. 990527-P1)

BACKGROUND INFORMATION:

At the regular Board meeting in April, proposed changes to the District's Administrative and Organizational Structure were noticed with an accompanying explanation that any such reorganization was based on how best to serve students. The Chancellor had also reviewed the proposed plan with the various campus constituency groups. The plan would create a new Vice Chancellor For Student Development with a corresponding abolishment of the current Executive Vice Chancellor position. The proposed reorganization would assign student services activities, currently under the supervision of the Provost and Executive Vice Chancellor, to the new Vice Chancellor For Student Development. The title of Provost would change to Vice Chancellor For Academic Affairs, and the title of Chief Operating Officer would correspondingly change to Vice Chancellor of Finance and Administration. Peter Goldstein would continue to function as the College's Chief Operating Officer, and this would be reflected in his job description. This new title would be more organizationally consistent. He will also serve as the Acting Chancellor in the absence of the Chancellor, in accordance with Board policy.

San Francisco Community College District Policy Manual Section 1.05 D reads in part as follows: Adoption of Policies. Any policy may be adopted by the Board, be amended or repealed by an affirmative vote of four members at any meeting, providing notice of said intended action has been given at a previous meeting. . .

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RECOMMENDATION:

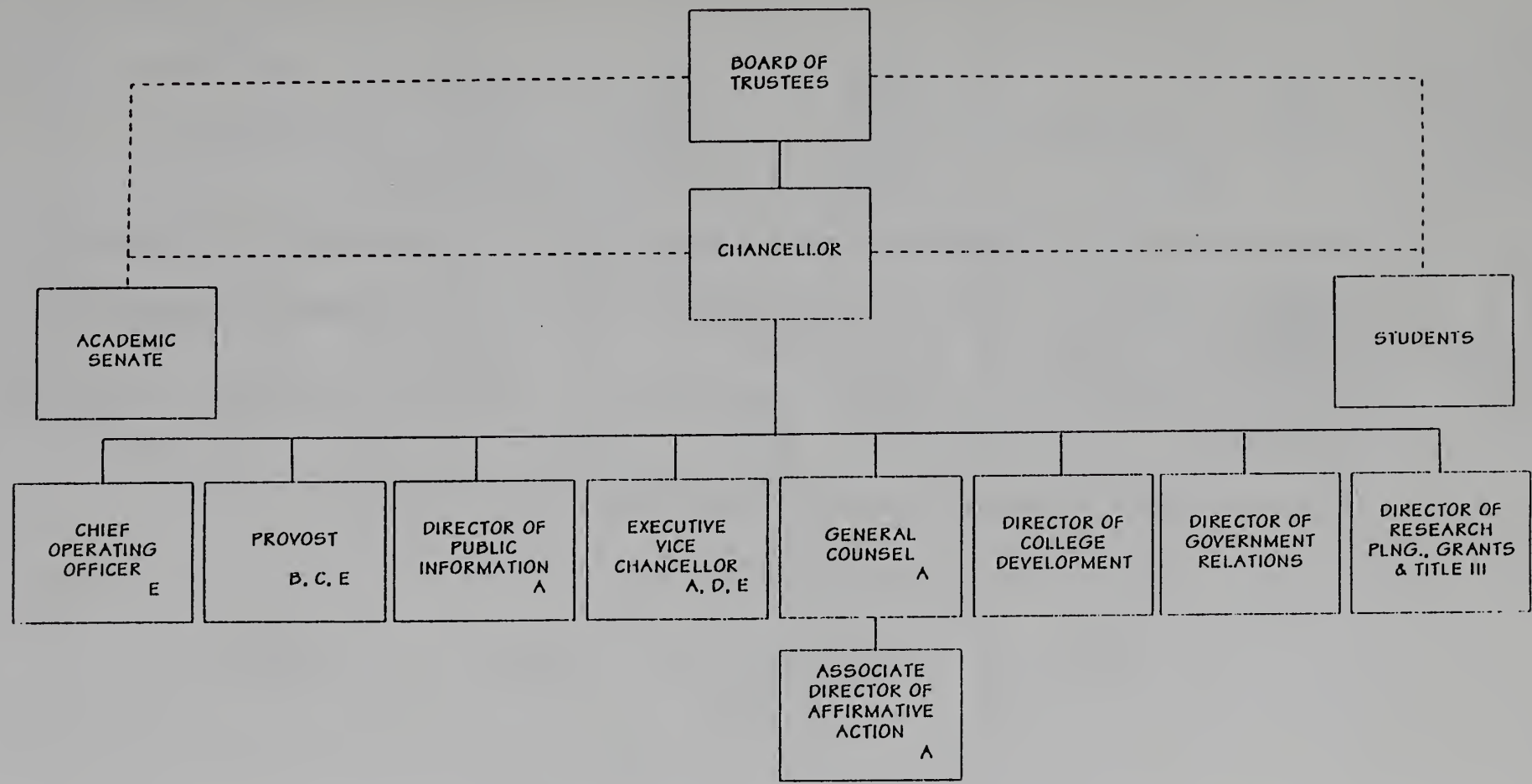
WHEREAS: Notice was given at a prior meeting (April 29, 1999) of the Board of Trustees of the San Francisco Community College District that proposed amendments to the San Francisco Community College District Policy Manual Section 2.02 - Administrative and Organizational Structure of the San Francisco Community College District would be acted upon at a subsequent meeting of the Board of Trustees;

RESOLVED: That the San Francisco Community College District Policy Manual Section 2.02 - Administrative and Organizational Structure of the San Francisco Community College District be amended to read as follows, with such changes to be effective July 1, 1999.(NOTE: The current organizational structure affected is labeled Appendix A. The proposed structure affected is labeled Appendix B.)

Ronald Lee, Originator

05/27/99 - P1 page 2

ORGANIZATIONAL CHART FOR OFFICE OF THE CHANCELLOR



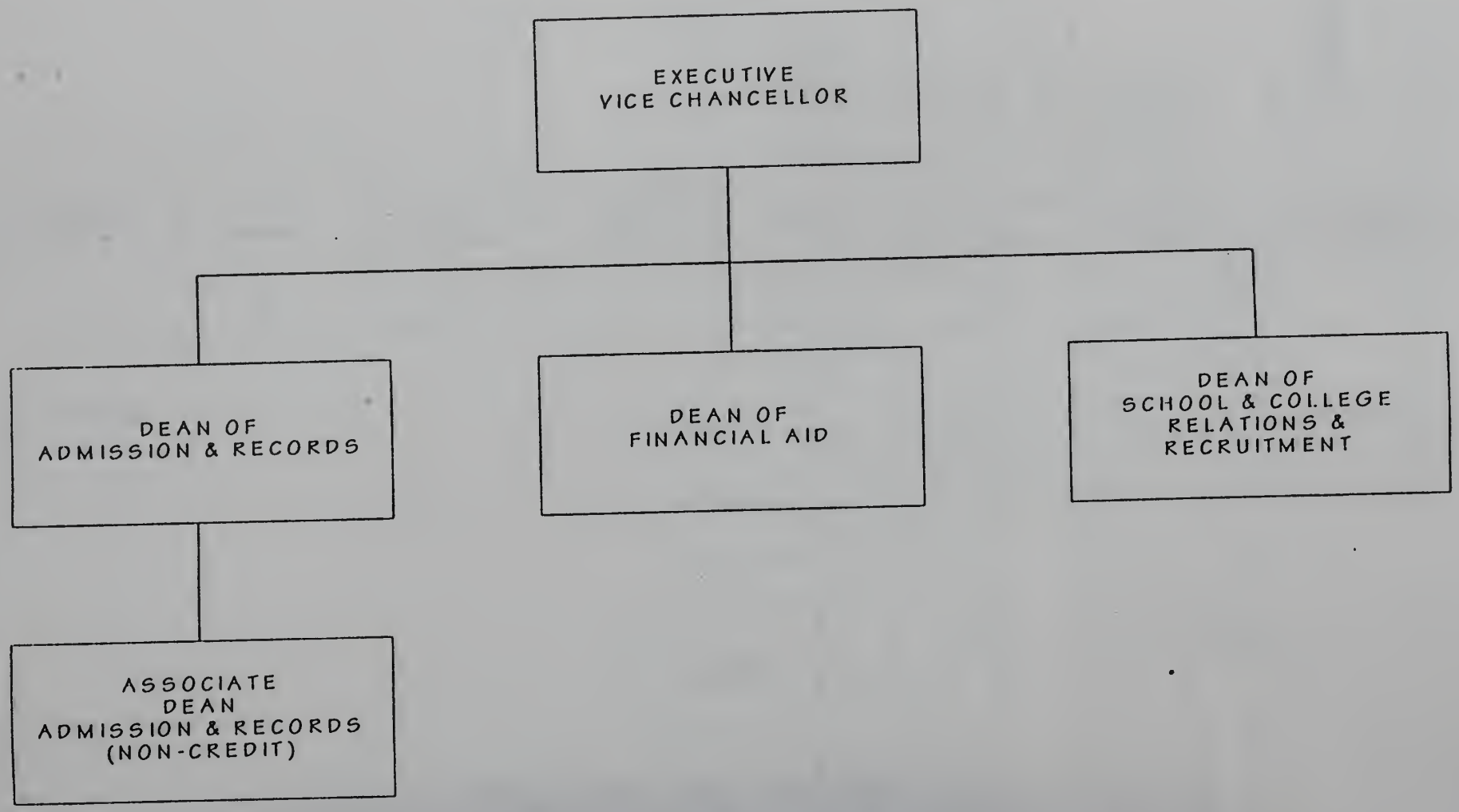
A. EXEMPT POSITION
B. REPORTS DIRECTLY TO THE CHANCELLOR ON POLICIES RELATED TO CURRICULUM, INSTRUCTION AND STUDENT SERVICES
C. REPORTS TO THE CHIEF OPERATING OFFICER ON FISCAL AND OPERATIONAL SUPPORT
D. CHANCELLOR'S EXECUTIVE ASSISTANT
E. SEE SEPARATE ORGANIZATIONAL CHART

HR - APR 8, 97 CHANCLLR.DOC

APPENDIX "A"

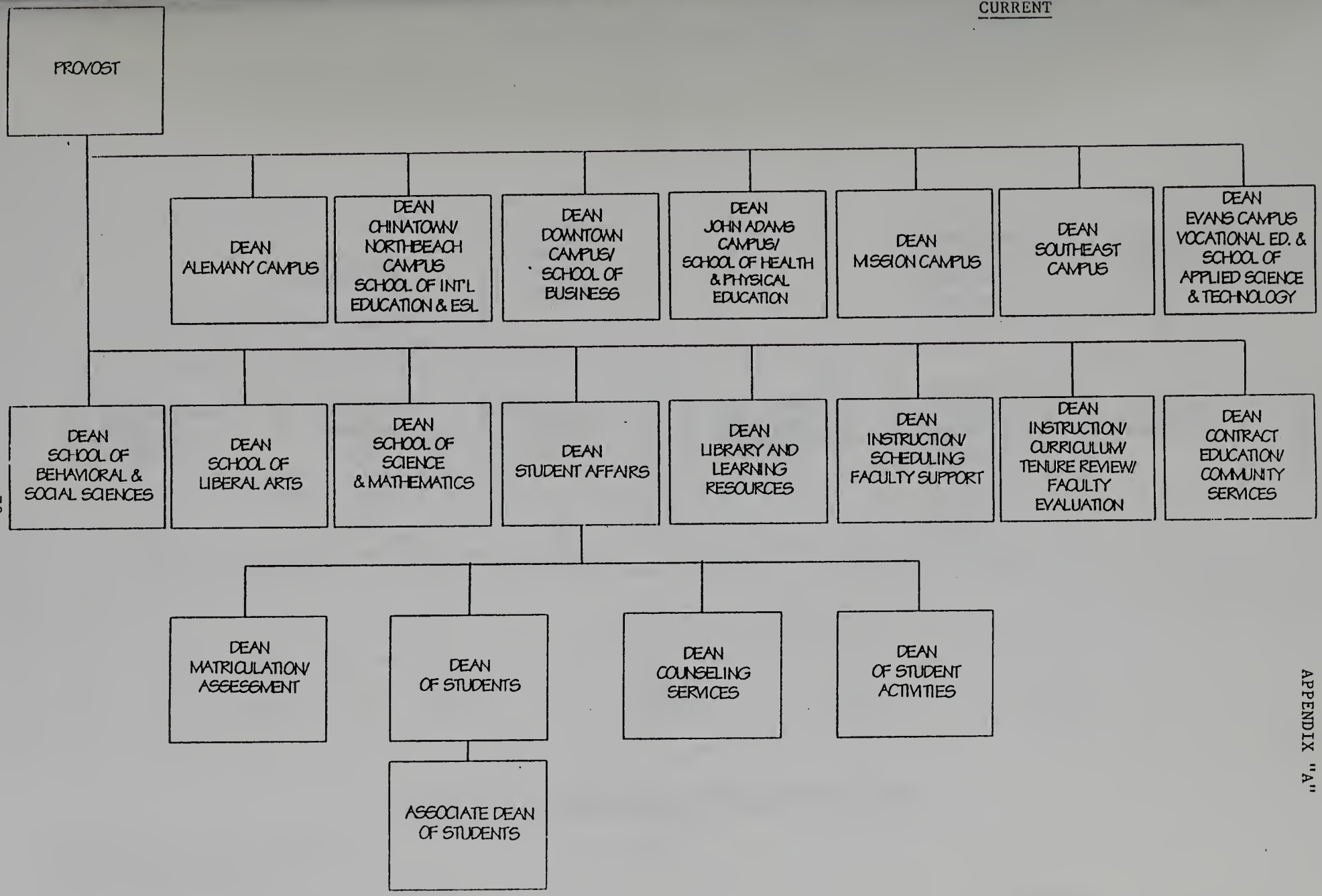
CURRENT

OFFICE OF THE EXECUTIVE VICE CHANCELLOR



OFFICE OF THE PROVOST

CURRENT



APPENDIX "A"

Resolution 980528-P1

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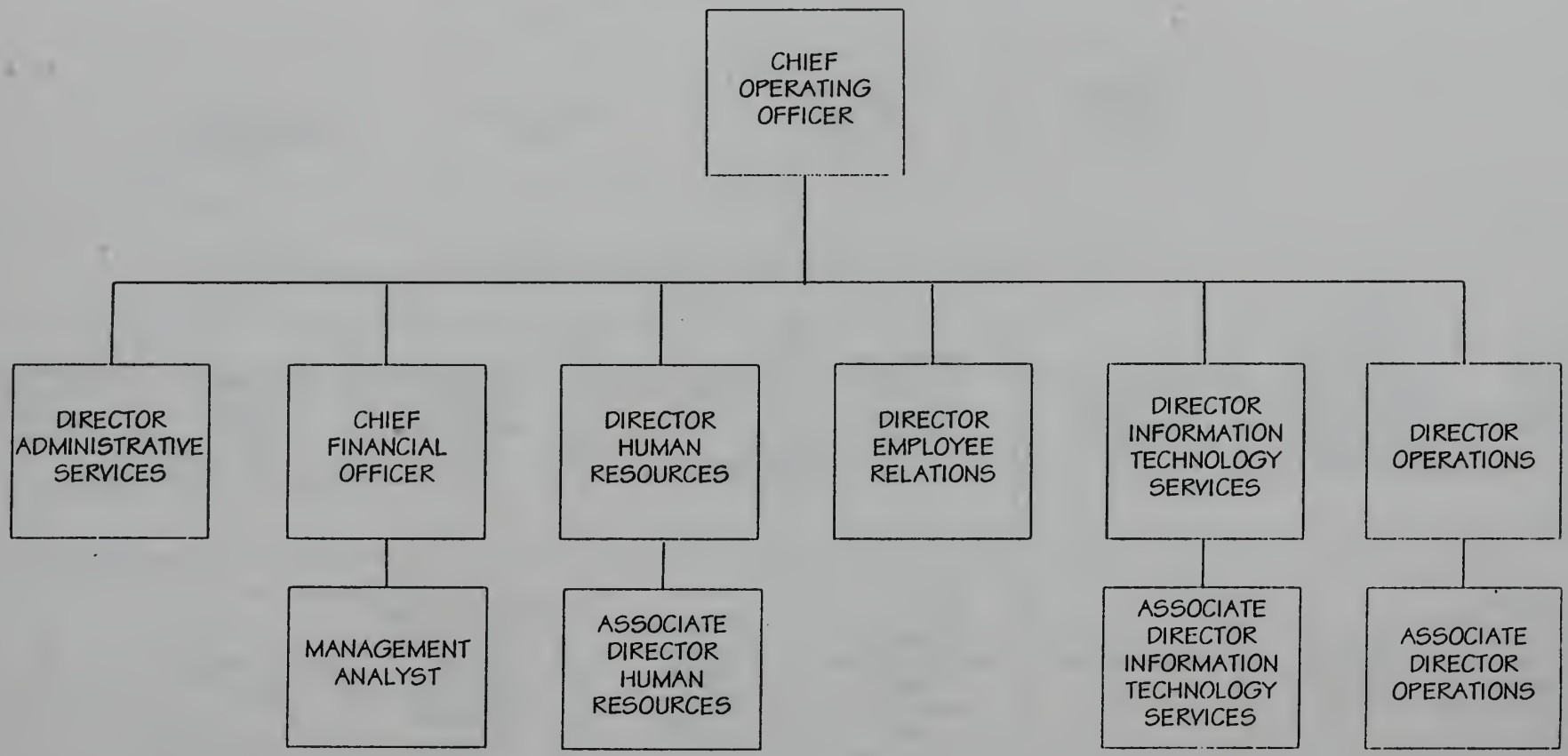
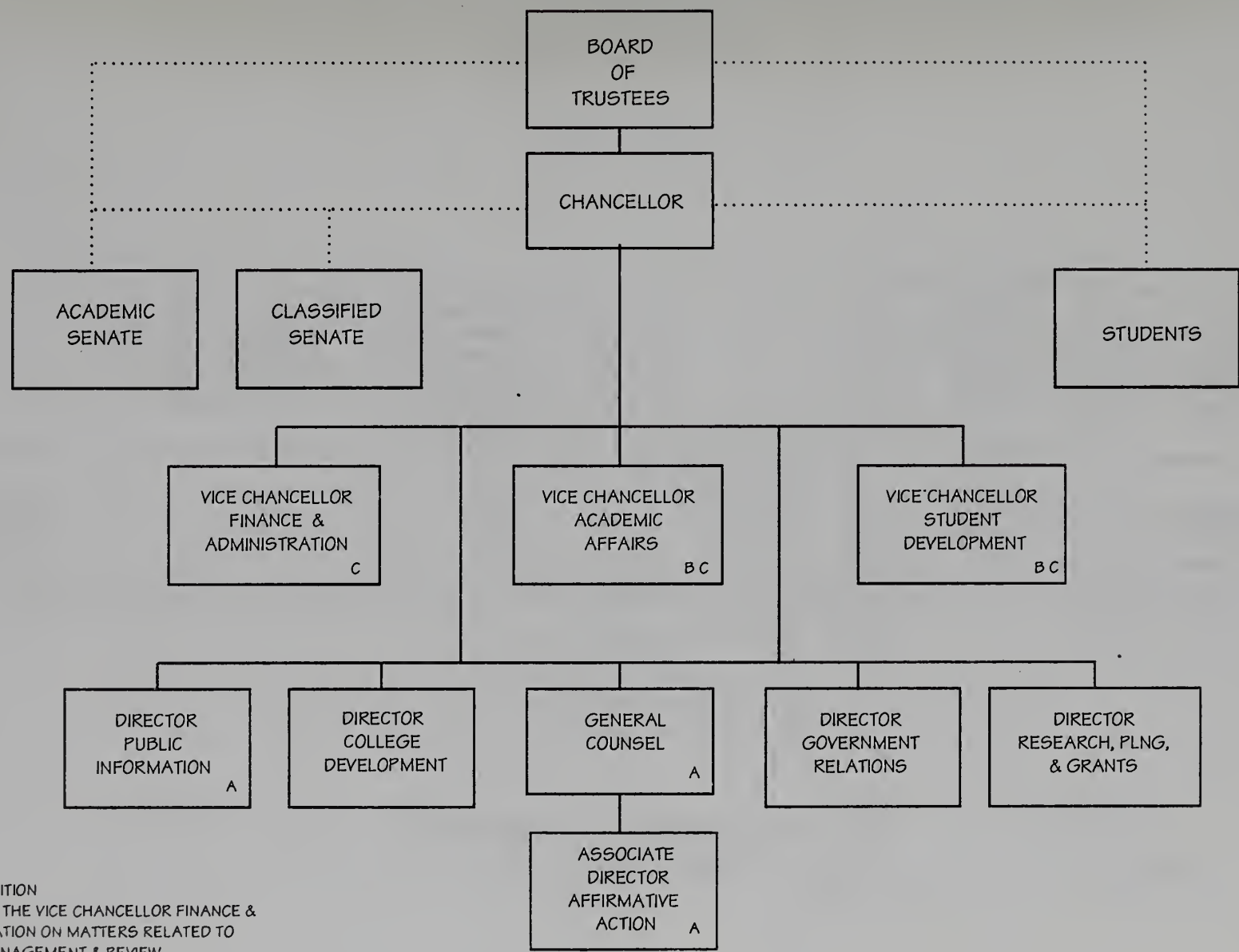
CURRENT

OFFICE OF CHIEF OPERATING OFFICER



OFFICE OF THE CHANCELLOR

PROPOSED

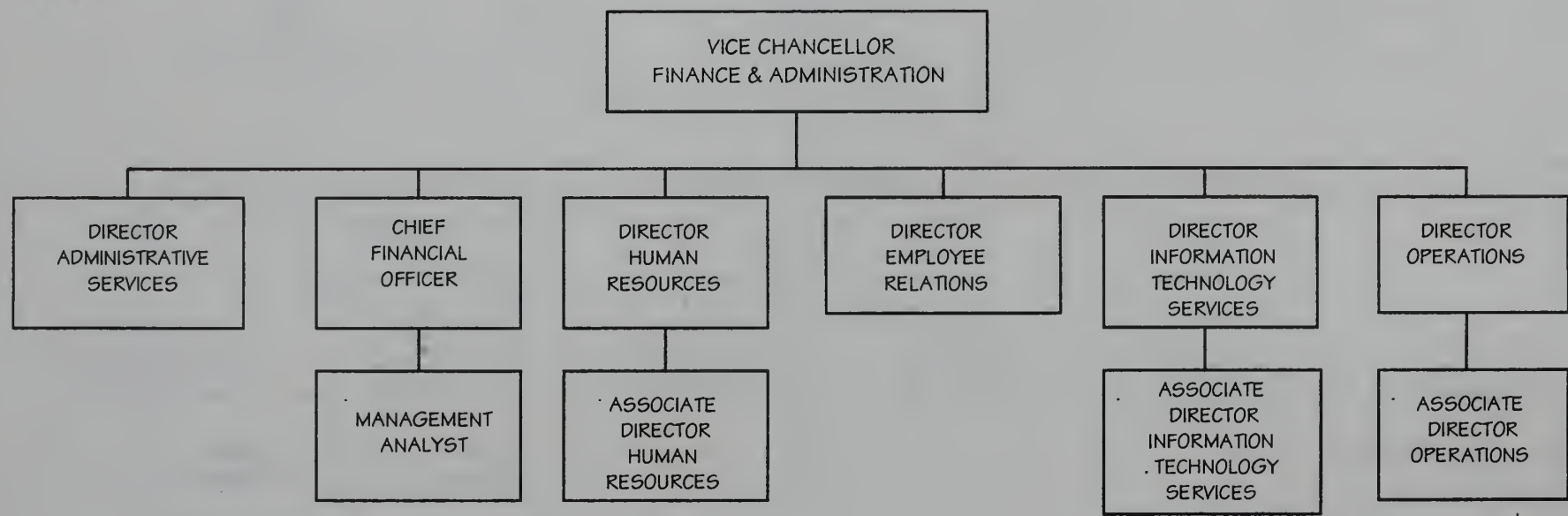


A. EXEMPT POSITION
B. REPORTS TO THE VICE CHANCELLOR FINANCE & ADMINISTRATION ON MATTERS RELATED TO BUDGET MANAGEMENT & REVIEW
C. SEE SEPARATE ORGANIZATIONAL CHART

APPENDIX "B"

OFFICE
VICE CHANCELLOR
FINANCE & ADMINISTRATION

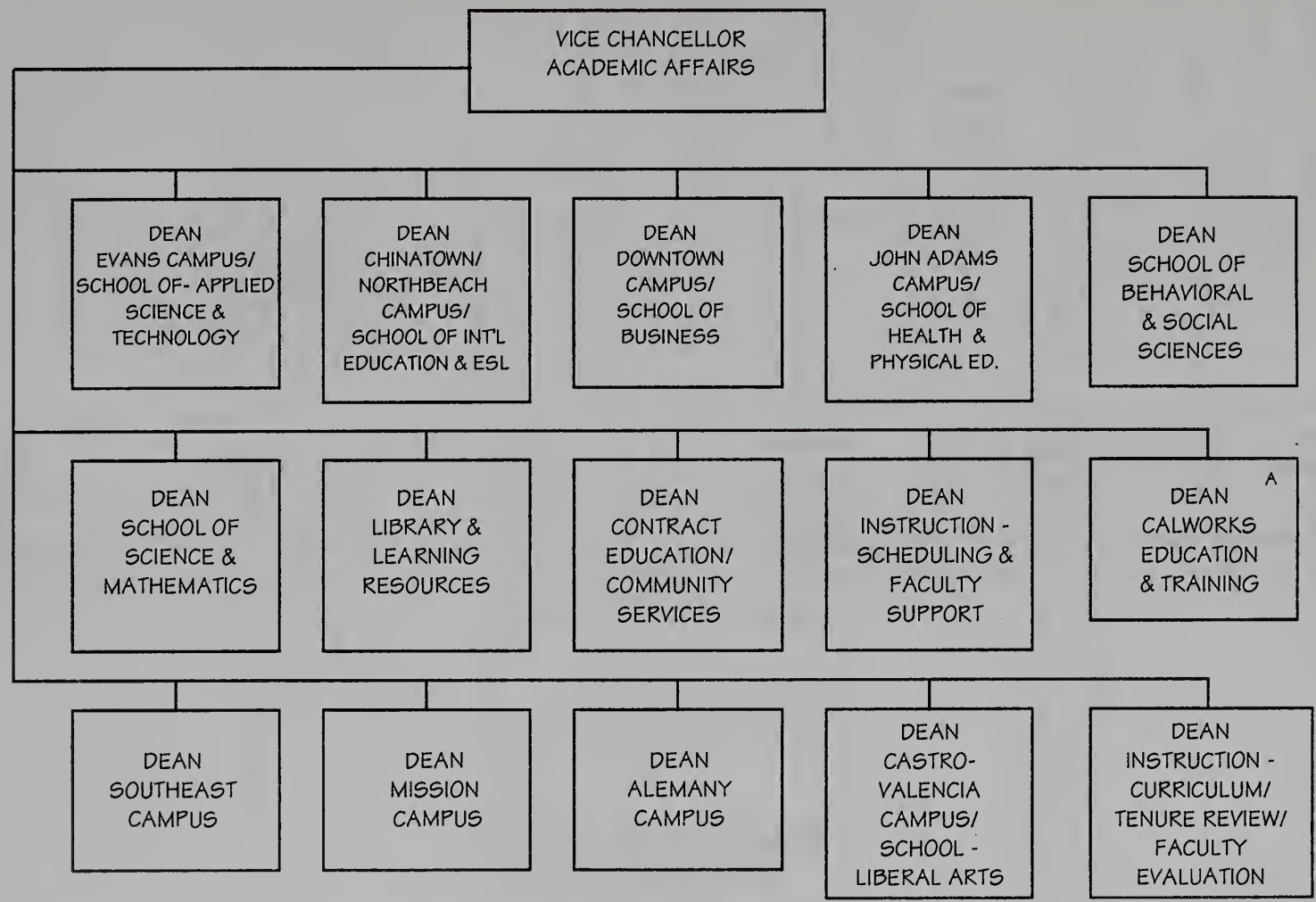
PROPOSED



APPENDIX "B"

OFFICE
VICE CHANCELLOR
ACADEMIC AFFAIRS

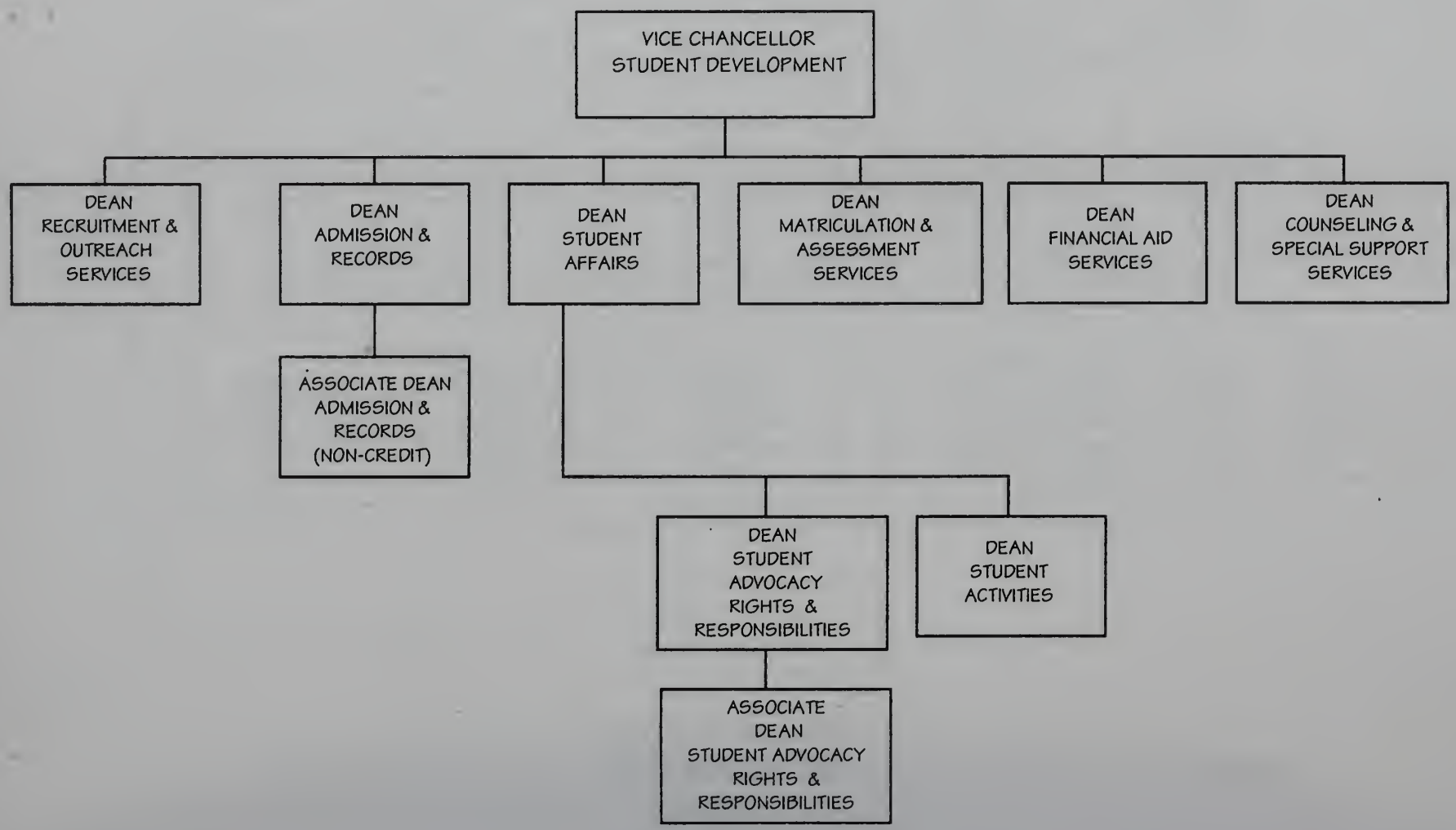
PROPOSED



A. EXEMPT POSITION

OFFICE
VICE CHANCELLOR
STUDENT DEVELOPMENT

PROPOSED



CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: May 27, 1999 **P2**

TO: Board of Trustees

FROM: Dr. Philip Day, Jr., Chancellor

SUBJECT: **POLICY**
Establishing policies and approving the total educational program of the City College of San Francisco, San Francisco Community College District as described in the 1999-2000 College Catalog.
(Resolution No.990527-P2)

BACKGROUND INFORMATION:

The Education Code Section 72283 provides that the Board of Trustees shall establish policies for, and approve, the total educational program of the community college district.

Modifications to the educational program made during the 1998-99 academic year will be reflected in the 1999-2000 college catalog. Actions of the College Curriculum Committee have been provided the members of the Board of Trustees at the end of each academic semester. These include additions, revisions, deletions and deactivations of courses and programs.

All of the additions, revisions, deletions and deactivations reported to the Board appear in the 1999-2000 college catalog.

RECOMMENDATION:

RESOLVED: The 1999-2000 City College of San Francisco Catalog which sets forth the General Regulations and the Educational Program of the City College of San Francisco, shall be approved by the Board of Trustees of the San Francisco Community College District.

James E. Cagnacci, Originator

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: May 27, 1999 **W1**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: **REAL ESTATE**
Authorization to Renew Rental Agreement with Option to Purchase (Resolution No. 990527-W1)

BACKGROUND INFORMATION:

City College of San Francisco Campuses has leased the 1400 Evans Campus from MMI Partners since 1994. While the current lease does not expire for two more years, the owners have offered a lease extension to the College with options to purchase the property. The new lease would be for a ten-year period beginning June 1, 1999, followed by two five-year renewal options. In addition, the owners have offered two consecutive options to the College to purchase the property. The first option begins January 1, 2000 and ends December 31, 2000 at a price of $6.1 million. The second option begins January 1, 2001 and ends December 31, 2001 at $6.28 million. The monthly rent would remain at the current level of $38,000 per month until July 31, 2001 and would be adjusted thereafter in accordance with increases in the Consumer Price Index for San Francisco.

RECOMMENDATION:

RESOLVED: That authorization be given to enter into a 10 year rental agreement with MMI Partners for the property located at 1400 Evans Avenue, at an initial rate of $38,000 per month, with future adjustments based on the Consumer Price Index for San Francisco. Authorization shall also be given to enter into two purchase options for the property, the first option beginning January 1, 2000 and ending December 31, 2000 at a price of $6.1 million. The second option beginning 1/1/01 and ending 12/31/01 at $6.28 million.

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FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein , Originator

05/27/99 - W1 page 2

INFORMATION ONLY

DATE: **May 27, 1999**

TO: **Board of Trustees**

FROM: **Dr. Philip R. Day, Jr., Chancellor**

RE: INFORMATIONAL REPORT
NO ACTION NECESSARY
Sabbatical Leaves – Fall '99
Academic Employees

BACKGROUND INFORMATION:

The following academic employees have been granted sabbatical leaves for the Fall 1999 semester under the SFCCD/AFT Local 2121 Contract as indicated:

FALL 1999 SABBATICAL AWARDS

1 SEMESTER

FACULTY MEMBER	DEPARTMENT	
Beaver, William	CIS	Research
Diamond, Linda	Business	Research
Fregly, Carol	English	Study
Guthrie, Michael	Biology	Research
Miller, David	Auto/Trade	Research
Tam, MoShuet	ESL	Research
Truitner, James G.	Behavioral Sciences	Research

SPLIT 1ST HALF

FACULTY MEMBER	DEPARTMENT	
Irwin, Robert C.	ESL	Research/Travel
Jabbar, Abdul	English/Interd. Studies	Research
Kuusisto, Sharyn	Foreign Languages	Travel
Lovis, David M.	DSP&S	Research
McKnight, Lindy	Counseling	Research
Metzler, Charles	CIS	Research
Mitchell, Kathleen	Counseling - Career Dev.	Research
Veerathanongdech, Panida	ESL	Study
West, Ann Adele	English	Research

1 YEAR F99-SP00

FACULTY MEMBER	DEPARTMENT	
Chung, Catherine	ESL	Study
Costa, Greg	ESL	Study
Haight, Eve	ESL	Research
Killebrew, Ann	Voc. Nursing	Travel
Yu, Raymond	Counseling	Study

SPLIT 2ND HALF

FACULTY MEMBER	DEPARTMENT	
Francisco, Christine	ESL	Research
Fa, Angelina	Asian-American Studies	Study/Research
Gibson, Kirk	CIS	Research
McCurdy, Peggy	ESL	Research
Phillips, Catherine	ESL	Study
Rosen, Ed	ESL	Research

Total Fall 1999 Sabbatical Awards: 27

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

INFORMATION REPORT
NO ACTION NECESSARY

DATE: **05/27/99**

TO: **Board of Trustees**

FROM: **Dr. Philip R. Day, Jr., Chancellor**

Subject: **Chancellor's Report - Academic Employees Acceptance of Resignation and/or Resignation with the Intent to Retire (990527 - RPT)**

The following academic employees have submitted, and the Chancellor has accepted, their resignations pursuant to Governing Board Resolution No. 910228-S7.

Resignation from the District Service with the Intent to Retire

NAME	STATUS	DEPARTMENT	CAMPUS	EFFECTIVE COB DATE
Fredrickson, Sandra	Full-Time	Voc. Nursing	John Adams	05/28/99
Hosken, Jerome W.	Full-Time	Physics	Phelan	05/28/99
Tannahill, Lesley	Full-Time	ESL	Phelan	05/28/99

Nick Hovland, Originator

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OFFICE OF THE BOARD OF TRUSTEES
50 Phelan Avenue, Box E200, San Francisco, California 94112
(415) 239-3303 Fax (415) 239-3918

AGENDA
CLOSED SESSION
BOARD OF TRUSTEES
OF
THE SAN FRANCISCO COMMUNITY COLLEGE DISTRICT

Pierre Coste Room – Rear Room
50 Phelan Ave.
San Francisco
THURSDAY May 27, 1999
4:00 P.M.

99-05-24A09:35 RCVD
DOCUMENTS DEPT.
MAY 24 1999
SAN FRANCISCO
PUBLIC LIBRARY

I. OPEN SESSION
Announcement of Closed Session Topics

II. CLOSED SESSION

A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (G.C. 54956.8)

Property:	Evans Campus - 1400 Evans , San Francisco
Agency Negotiator:	Peter Goldstein
Negotiating parties:	Charles Jamison for MMI Partners
Under negotiation:	Price and terms of payment

B. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (G.C. 54956.9(a))

1. Save Our Landmark Theaters et al. v. SFCCD. et al
San Francisco Superior Court Case # 997441

2. Friends of the Colombo Building v. SFCCD. et al
San Francisco Superior Court Case # 997400

3. Associated Students v. Honorable Board of Trustees of the SFCCD. et al.
Court of Appeal , First Appellate District
Case Nos. A080472 & A081725

4. Ericson vs. City College of San Francisco. et al.
Northern District of California
U. S. District Court Case #C96-3836 [VRW]

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Robert E. Burton • James Haskell Mayo, II. • Rodel E. Rodis • Robert P. Varni
Dr. Philip R. Day, Jr., Chancellor

C. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (G.C. 54956.9)

Significant exposure to litigation pursuant to Gov. Code 54956.9 (b) - 3 cases

D. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (G.C. 54957)

E. CONFERENCE WITH LABOR NEGOTIATORS (G.C. 54957.6)

1. Agency Designated Representatives: Lawrence Klein, Jeffrey Sloan, Carmen Plaza de Jennings, and Steve Hale

Employee Organizations: Service Employees International Union (SEIU) 790, American Federation of Teachers (AFT) 2121 & Department Chairperson Council (DCC)

2. Agency Designated Representatives: Lawrence Klein, Jeffrey Sloan, Carmen Plaza de Jennings and Steve Hale

Unrepresented Employees: Gardener, Nursery Specialist, Electrician Supervisor I, Electrician, Painter, Painter Supervisor I, Plumber, Steamfitter, Stationary Engineer, Truck Driver, Locksmith, Carpenter, Carpenter Supervisor I, District Designated Managers, Supervisors, and Confidential Classifications.

III. OPEN SESSION

Disclosure of Board decisions from Closed Session, if appropriate

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.

CHANCELLOR'S REPORT

CITY COLLEGE OF SAN FRANCISCO

OFFICE OF THE CHANCELLOR

50 PHELAN AVENUE • BOX E200 • SAN FRANCISCO, CA 94112 • 415. 239.3303 • FAX 415. 239.3918

MEMORANDUM

DATE: May 18, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr.
Chancellor

SUBJECT: Chancellor's Monthly Report - May, 1999

This has been a very productive month and I have been working on a number of issues which seem to be coming to a head all at once. Most significantly we have nearly completed the first "pilot" effort of our new planning and budgeting system. At last month's meeting, I gave the Board a sneak preview of our current status regarding the process and the total budget request of the Major Cost Centers. On April 30th, I conducted an all-day budget workshop which provided an opportunity for all of the major cost center administrators to present their budget request for 1999-2000 to the Planning and Budgeting Council; review their unit's operational and developmental objectives for 1999-2000; and finally, to answer any questions posed by the Council members.

By the end of the day, we had reviewed all of the budget requests and discussed an allocation strategy that would accommodate and fit into our revenue forecast for the 1999-2000 year. I'll be forwarding to you under separate cover prior to our Board meeting, a summary of our meeting and the agreed-upon budget strategy that was adopted. More specific details will be presented at our special meeting on the budget scheduled for May 27, 1999 from 2 - 4 p.m.

The second major issue that I have been working on is both our capital and operational budget request at the State level. It appears as though our Mission Campus project is "on track". I had reported earlier that the Senate Budget sub-committee had approved the "preliminary plans" for the project with the understanding that once a final "bottom-line" figure for the dollars required was determined, we would go back and get final approval. That effort proved to be much more of a challenge than originally anticipated. Chuck Jackson, Peter Goldstein, Dale Shimasaki and I met for two (2) hours with the Office of Facilities of the State Board of Community Colleges to review the details of the Mission Campus proposal and specifically address questions they had raised (albeit at the last minute). I think we have finally reconciled our figures with theirs and are moving forward. In the meantime, the Assembly has proven to be a bit more problematic.

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DR. PHILIP R. DAY, JR., CHANCELLOR

Assemblywoman Migden's Office has been providing outstanding support, as well as Senator Burton's. There was a bit of a "mini crisis" when the Speaker and a few members of the leadership team had unilaterally decided that no "member request" would be considered until the Assembly went into the Budget Conference with the Senate.

Our strategy has been directed towards avoiding the conference. If both sides can agree to the project and the amounts beforehand, it's a "done deal". But, if the Assembly wouldn't even consider "special request" by its members, then we would be forced to go into conference where the outcome could be unpredictable. Dale and I have been working the issue and we think we have helped resolve the mini-crisis. The Assembly had a special caucus yesterday because so many member were upset with the leadership that the Speaker had to "back-off" thereby creating an opportunity for the project to get a hearing. This resulted in our project being heard yesterday afternoon (Tuesday, May 18th) by the Assembly's Budget Committee No. 2 on Education Finance. It was unanimously approved by the Committee. The approval was for Preliminary Planning funds at the level of $1.069M and was exactly what the Senate Budget and Finance Review Committee had approved earlier in the day. This should mean that the item will not be a conference issue. The next critical step is to insure that the Governor does not veto the project and we are already working on this strategy.

In the meantime, the Chinatown/NorthBeach Campus project is not going to receive funding consideration this year. The original FPP that was submitted last Spring resulted in too high a "capacity-load" factor to be eligible. A "revised" FPP was submitted last month and there is just no way we can get that approved by the Board of Governor's and into the legislative pipeline for this year's session. Given where we started with no projects on the "list", it's a miracle that we have been able to get the Mission Campus project approved and funded.

On the local front, the feedback on the new rendering of the Chinatown/NorthBeach campus has been very positive. We have been given the go-ahead by the attorney, under certain conditions, to bring the new plans out into the open. Peter and I plan to meet informally with the "Friends of the Colombo Building" as well as the Board of Supervisors and the Mayor. We think and hope that this effort will go a long way in reducing the opposition to the project and converting this energy into positive support. This will be essential if we expect to come back to the legislature next year and get support for this project.

In terms of working at the State level in support of our state budget request, the Governor has unveiled his "May Revised Budget"...and, it's not good news for the community colleges. A full copy of the May Revised Budget is enclosed as it relates to the K-12, UC, CSU, and community College sectors. The Community College received $18 million dollars more for the entire system compared to an additional allocation to the other sectors as follows:

University of California	$ 93.2 Million
California State University	$ 68.9 Million
K-12	$972.7 Million
Community Colleges	$ 18 Million

Clearly, you can see where the Governor's priorities are.

The "good news" in all of this is that the Legislature has no intention to "roll-over" and just accept the Governor's Budget recommendation. They are very upset with the lack of coordination and communication exhibited by the Governor and his key staff and feel that they were "left out of the loop". Secondly, it appears that there is strong evidence that the Governor's budget projections (revenues) are very conservative and that his expenditure plan is unrealistic. The LAO believes that: the State will collect another $360 million (at least) in additional revenues; Governor Davis' enrollment projections for K-12 are inflated by a factor of 30,000 FTE's; and, that nearly One Billion requested for capital projects/infrastructure can't possibly be spent during the upcoming year.

What this means is that the Legislature has money available to move around and I am confident that they will do just that. A critical piece of evidence to support additional dollars for the community colleges is the issue of the Prop. 98 split. Governor Davis' budget actually reduces our Prop. 98 split significantly below his recommended budget for January. His May Revised Budget brings our share of Prop. 98 down to the level of 10.23% which is well below what is was for the 1998-99 year (i.e., 10.36%). To bring the Prop. 98 split to the level of 10.4% would take an additional $63 million. That is the initial "rallying cry" of the community colleges but frankly, I think we should go for more and that is what we have been working on during my May 17 and 18 visit. It appears we have been somewhat successful in this effort. Please see the attached spreadsheet for the most current updated budget figures.

COLA	Keep at 1.83% (Governor's budget reduced to 1.4% representing a loss of $14.4 million)
PARTNERS FOR EXCELLENCE	Push for $50 M (Governor's Budget is at $10 M)
FULL-TIME FACUULTY	Push for $25 - 30 M
OUTREACH PAPERS OR FEE CUT	$15 M

A copy of the LAO Report: **"An Analysis of the Governor's May Revision Budget Plan"** is attached, along with a copy of a recent article on the same subject which appeared in the Sacramento Bee.

Other matters that I was involved with this past month are reflected below:

1) Hosted full-day meeting and budget workshop for Planning and Budgeting Council.

2) Attended and spoke at the Asian Coalition Scholarship Dinner.

3) Participated in statewide teleconference call with other CEO's on issue of non-credit equalization.

4) Chaired meeting of the College Advisory Council to review issues regarding organization, governance and budget.

5) Attended Advisory Council Meeting for National Council of Vocational Education Assessment in Washington, D.C.

6) Hosted meeting of Diversity Task Force to review current status of hiring plans and efforts.

7) Met with leadership of AFT 2121 to discuss current issues and plans.

8) Attended and welcomed outside evaluators for the Hotel and Restaurant Management Programs accreditation visit.

9) Met with Supervisor Becerril to discuss Mission and Chinatown/NorthBeach campus projects.

10) Hosted and spoke at the Chancellor's Scholarship Awards Ceremony.

11) Held monthly meeting with the Academic Senate Executive Council.

12) Met with representatives of the SFUSD/DROP program (Tom Latham, et. al) to discuss collaborative efforts.

13) Hosted planning group of business representatives of the automotive service industry and gathered their input into future program changes with our Automotive Technology Program.

14) Hosted meeting of a group of industry representatives of the multi-media business sector to plan and assess future developments in this field and the projected impact on City College's programs and services.

15) Attended International Students graduation dinner at the Downtown Campus.

16) Met with representatives of Bank of America to discuss future plans of Chinatown/NorthBeach campus.

17) Attended State Junior College Track and Field Championships hosted by City College.

18) Spent two days in Sacramento representing the district; meeting with members of the Assembly and Senate; as well as, representative of the Chancellor's Office. Also spoke at statewide rally sponsored by California Teachers Association.

19) Co-hosted reception for retiring faculty with representatives of the Faculty Association.

20) Met with representatives of the AS Students to discuss the Bookstore lawsuit.

21) Hosted meeting of College Council.

22) Attended special recognition celebration for Executive Director of the Private Industry Council of San Francisco.

23) Attended meeting at UC Berkeley of all Bay 10 Area colleges and university presidents/chancellors.

24) Attended 25th Anniversary Celebration of Community College Development Block Grants as guest of Mayor Brown.

Thanks and if you have any questions, please don't hesitate to contact me directly.

Attachments

PRDJ:jcd

BOARD OF GOVERNORS/CALIFORNIA COMMUNITY COLLEGES
1999-2000 BUDGET CHANGE PROPOSALS

	Governor's Budget May Revise	CCC Request May Revise	Senate Budget Actions	Assembly Budget Actions
NON-PROPOSITION 98 FUNDS				
Student Senate[1]		$ 184,000	184,000	$ 184,000
ONGOING LOCAL ASSISTANCE				
Growth	$ 116,683,000 (3.5%)[2]	$ 119,652,885 (3.5%)	$116, 683,885 (3.5%)	$ 116,685,885 (3.5%)[3]
COLA	48,174,000 (1.41%)	65,798,000 (1.83%)	48,174,000 (1.41%)	48,174,000 (1.40%)[3]
Equalization		9,192,798	9,192,798	-0-
Partnership for Excellence	10,000,000	90,000,000	40,800,000	32,500,000
Full-Time Faculty/75/25 Obligation		40,000,000	20,600,000	10,000,000
Academic Senate		45,200	-0-	45,200
Puente		366,250	3,000,000	366,250
MESA Program Expansion		1,470,000	2,000,000	1,470,000
Disabled Students		5,200,000	5,000,000	5,200,000
Noncredit Instruction		5,000,000	-0-	-0-
Enhancing Transfer Effectiveness	2,450,000		2,450,000	2,450,000
Fund for Student Success Middle Colleges	1,800,000		1,800,000	1,800,000
Teacher & Reading Development Partnership	10,000,000		10,000,000	10,000,000
High School Report Cards	10,600,000		-0-	-0-
Student Fee Reduction	12,600,000		12,600,000	12,600,000
Apprenticeship Program *(O'Connell)*			2,500,000	-0-
Copper Mountain *(Brulte)*			3,000,000	-0-
EOPS *(Hughes, Solis)*			4,200,000	5,000,000
CARE *(Hughes, Solis)*			2,000,000	-0-
Merced College - Video Technology *(Monteith)*			180,000	-0-
Compton - Stadium Renovation *(Bowen)*			1,000,000	-0-
Sequoias - Joint Use Facility *(Costa)*			1,000,000	-0-
Total	**$ 212,307,000**	**$ 336,725,133**		

[1] *Currently proposed as General Fund augmentation to the Chancellor's Office.*

[2] *May Revise growth tied to increases in transfer courses.*

[3] *Augment COLA for Partnership for Excellence, BFAP, Administration, Foster Care Education Program, Academic Senate, Faculty and Staff Diversity, Faculty and Staff Development, Telecommunications and Technology Infrastructure, Instructional Equipment and Library Materials. *Dollar difference only to put this item in Conference Committee.*

1999-2000

GRAY DAVIS, GOVERNOR, STATE OF CALIFORNIA

May REVISION

GOVERNOR'S BUDGET

The May Revision to Governor Davis' January Budget provides updated economic and revenue forecasts, as well as the latest caseload, enrollment, and population information for programs in the education, public safety, and health and human services areas.

At the heart of the May Revision are $1.2 billion in new funding for public education, a $1 billion investment in the state's infrastructure, and an additional $570 million for a prudent reserve.

Revenues are forecast to be above the levels forecast in the January budget by $1.634 billion for the 1998-99 fiscal year, and $2.713 billion for 1999-00, for a combined increase of $4.347 billion.

Key features of the May Revision include:

EDUCATION

- ★ A $100 million school safety initiative to fund new counselors for every high school in the state, school safety infrastructure grants, and law enforcement review of school safety plans.
- ★ $144 million to ensure school districts provide new textbooks in three core subjects.
- ★ $143.7 million to fully fund deferred maintenance.
- ★ $35 million to expand after school programs at middle schools and elementary schools.
- ★ $23 million for preschool expansion, the first increment toward the Governor's goal of serving 100,000 children in preschool by 2000-01.
- ★ $43 million to reduce student fees at the University of California and California State University to 10 percent below 1997-98 levels, and $12.9 million for Community Colleges for a one dollar reduction in the per unit fee.

OVERVIEW

Infrastructure

- ★ A $425 million augmentation to the State Infrastructure Bank.
- ★ $355 million to build one prison and plan for another.
- ★ $137 million to fund deferred maintenance for California's state parks.
- ★ $75 million for additional trains for intercity rail lines and for Bay Area ferry services.

Public Safety

- ★ $61 million to the Office of Criminal Justice Planning to provide onetime local law enforcement grants.
- ★ $6.4 million to the Department of Justice to implement an SKS rifle buy-back program, to implement an automated palm print system, and to increase enforcement of antitrust and charitable trust laws.
- ★ $35.7 million to allow the Department of Corrections to reimburse counties for detaining parole violators in local jails.
- ★ $6.9 million for enhanced training for correctional officers assigned to armed posts, and to purchase 60 water restraint systems.
- ★ $75 million in federal funds to be allocated by the Board of Control to local governments for adult and juvenile detention facilities.
- ★ $3.5 million to continue the Rural Crime Prevention Program and to extend the program to three additional counties.
- ★ $300,000 to provide administrative support for the coordination of methamphetamine abatement efforts in the Central Valley.
- ★ $2.3 million for the Office of Criminal Justice Planning to establish a statewide Elder Abuse Vertical Prosecution Program.

Environment

- ★ $7.6 million to increase enforcement of conservation laws in the North Coast, pursuant to the Headwaters Forest purchase agreement.
- ★ $2.6 million to assist restoration of salmon and steelhead trout populations in Coastal watersheds.
- ★ $2.1 million for the "Trees for the Millennium" Initiative, to encourage the planting of trees in urban areas.
- ★ $5.7 million for the Southern California Wetlands Clearinghouse Program, to restore the region's 41 remaining coastal wetlands.
- ★ $80,000 for the California Coastal Commission to process easements to provide access to the Coast.

Health Care

- ★ A $110 million General Fund set aside to be used for expansion of the Healthy Families Program, rate increases for Medi-Cal managed care providers, nursing home industry reforms, and wage increases for providers of In-Home Supportive Services.

Tax Relief

- ★ Elimination of the first two years of the minimum franchise tax for new corporations, reducing the General Fund by $28 million.
- ★ Permanent exclusion of 50 percent of capital gains on small business stock held for over 5 years.
- ★ Funds set aside to backfill the loss of Vehicle License Fee revenue to local governments should the 35 percent reduction in the fees be triggered in 2000-01.

Reserve

- ★ $570 million for a prudent reserve of $985 million, and $300 million set aside for state employee compensation and litigation settlements.

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THE ECONOMY

Economic growth in both the U.S. and California has significantly exceeded expectations over the last six months, and as a result the outlook for 1999 has strengthened considerably from the Governor's Budget forecast. The Budget forecast—completed within weeks of the near-meltdown in world financial markets which resulted from Russia's default—had assumed an imminent deceleration in the rate of economic growth, at both the state and national levels. The May Revision still contemplates moderating growth, but the major effects of the slowdown are postponed until 2000 and 2001.

Economic forecast revisions are concentrated in 1999. Growth in 2000 is virtually the same as the Governor's Budget assumptions. (See Figure ECON-1.) Key changes in the 1999 outlook include:

★ U.S. real gross domestic product (GDP) is now expected to grow 3.6 percent this year, compared to the 1.9 percent rise included in the original Budget.

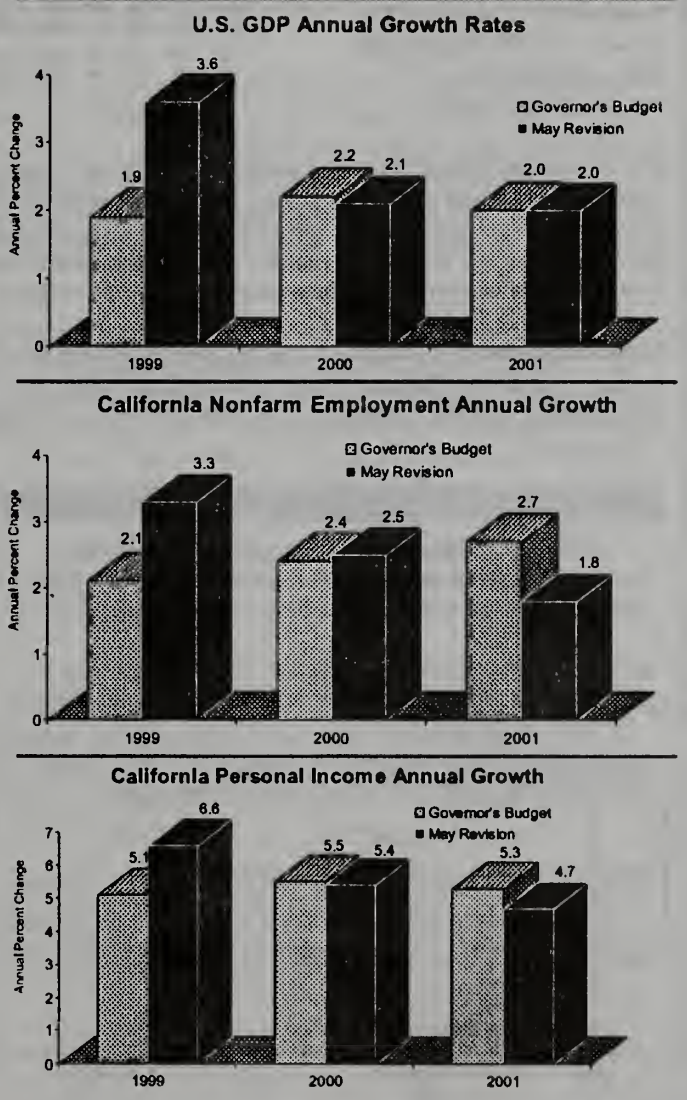
★ Stock prices—a major determinate of capital gains incomes in the personal income tax—have also far exceeded expectations, reaching new record highs in April and May.

★ California 1999 job growth is now forecast at 3.3 percent, compared to 2.1 percent in the Governor's Budget.

★ California personal income growth is increased to 6.6 percent this year, from the earlier forecast of a 5.1 percent gain.

Changes Since the January Budget. When the Governor's Budget forecast was prepared last November, it was widely believed that U.S. economic growth was slowing. At that time the recession in Asia, and virtual paralysis in world credit markets following Russia's default on its foreign debt, appeared to have the

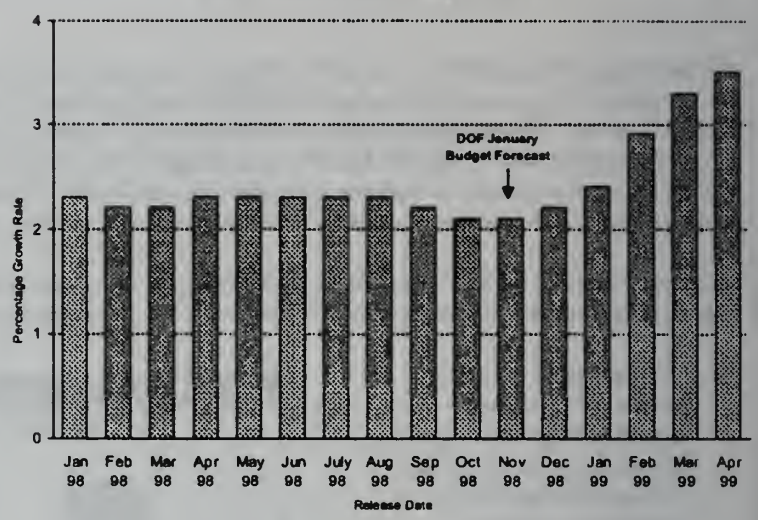
FIGURE ECON-1



THE ECONOMY

potential to significantly slow the pace of economic growth. The January Budget forecast was in line with the broad consensus of forecasts made at that time. For example, the November 10, 1998, Blue Chip Consensus poll of 50 economists nationwide revealed an average forecast of 2.1 percent GDP growth in 1999, fractionally above the Budget's 1.9 percent projection.

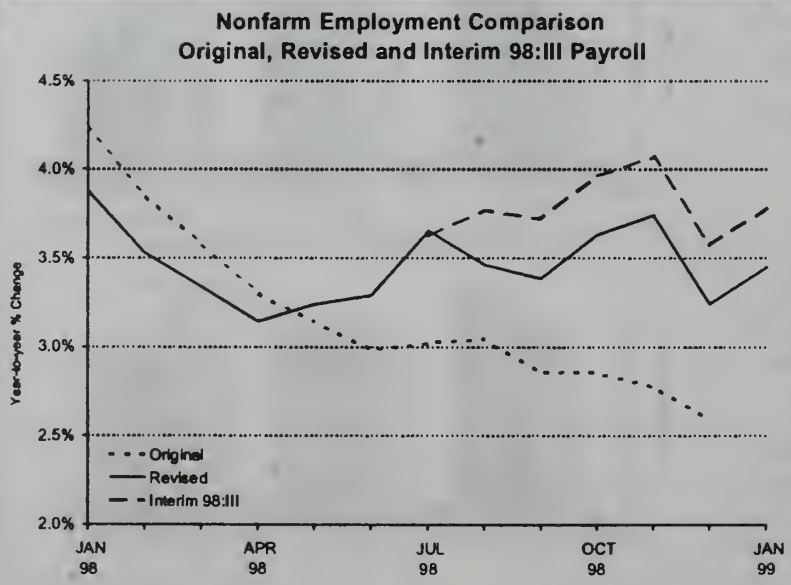
FIGURE ECON-2



The November Blue Chip survey showed average estimates of 2.5 percent growth in the fourth quarter of 1998 and 1.8 percent in the first quarter of 1999. In fact, the economy boomed at a 6 percent annual rate in the closing months of last year, followed by a 4.5 percent leap in early 1999. As evidence of the surging economy poured in, the Blue Chip Consensus 1999 GDP forecast jumped to 3.5 percent in April, from November's 2.1 percent reading. (Figure ECON-2)

California Revised. California is clearly benefiting from the strong national economy, but in addition, annual revisions to the state's employment figures— released in February—revealed a much stronger pattern of job growth in the second half of 1998 than was originally reported. At the time the Budget forecast was prepared, the employment data signaled a very clear slowing in job growth throughout 1998.

FIGURE ECON-3



Instead, the revised data completely eliminate the 1998 slowdown, and now indicate that job growth actually accelerated in second half of last year. Moreover, payroll tax reports for the third quarter of 1998—which were not included in the annual revision—added a further 45,000 jobs to the upwardly revised official employment data. (Figure ECON-3.)

Very strong personal income tax wage withholding receipts over the last several months—no doubt buoyed in part by bonus and stock option activity—also suggest a more vigorous pace of job growth than currently reflected in the monthly labor market reports.

The Forecast

The U.S. Outlook. Despite the recent unexpected surge in U.S. GDP, sooner or later growth will return to a more sustainable path. Consumer spending and fixed investment—both business and housing—have been the major contributors to the recent uptick in growth. To some extent, growth in the last two quarters was boosted by unusually mild autumn and winter weather over most of the nation. Construction and consumer spending both benefited from the mild weather, but this only means that seasonal gains in the spring and summer quarters will likely be lower than normal, thus subtracting from growth.

Consumer spending has exceeded after-tax incomes in each of the last two quarters. The booming stock market is almost certainly supporting this "dissaving" behavior, as consumers feel less compelled to add to savings—and may even draw down balances to some extent—when the value of existing assets is climbing so rapidly. The sustainability of recent outsized gains in household spending will depend importantly on the continuation of the unprecedented stock market boom, which pushed the Dow Jones Industrial Average up 20 percent in the first four months of 1999—an annualized gain of over 60 percent.

Underlying household income growth, meanwhile, will almost certainly be constrained by the demographics of the labor markets. With the working-age population increasing by scarcely 1 percent a year, job growth in excess of 2 percent annually is clearly not sustainable. The nation's unemployment rate, at 4.2 percent in March, is already the lowest peacetime rate since measurement began in 1946. Some further decline in unemployment is likely, but the drop cannot be sufficient to overcome the underlying demographic forces of a slowly growing adult population.

Outside California, new home construction is also running far ahead of underlying demographic demand—the same slowly growing adult population that affects the labor markets. Despite favorable mortgage interest rates, further gains in new housing will be increasingly difficult to achieve.

Growth in business investment spending has been dominated by purchases of computers and related equipment. In most areas of the country—again, parts of California are notable exceptions—demand for nonresidential buildings has begun to wane. Indeed, in the first quarter, nonresidential construction actually declined by a small fraction. Gains in computer purchases reflect sharply lower prices and investments associated with final preparations to correct possible Year 2000 problems. It is expected that this spending will taper off as the year unfolds.

The foreign sector continues to subtract from U.S. economic growth, and the nation's trade deficit is almost certain to widen further over the next year or more. While there are some positive signs of stabilization and, in some cases, even recovery in overseas economies, the strong dollar continues to favor imports over exports.

These fundamental forces all point to a moderation of economic growth in the near future. Following this year's 3.6 percent advance—the fourth in a row above 3 percent—the forecast is for slowing to about 2 percent in 2000 and 2001. Highlights of the U.S. forecast are in Figure ECON-4.

FIGURE ECON-4

Selected U.S. Economic Indicators

	1998	Forecast 1999	Forecast 2000
Real gross domestic product, (1992 dollar) (Percent change)	3.9	3.6	2.1
Personal consumption expenditures	4.9	3.9	2.7
Gross private domestic investment	10.3	8.3	0.0
Government purchases of goods and services	0.9	2.7	1.9
GDP deflator (1992=100) (Percent change)	1.0	1.0	1.5
GDP, (Current dollar) (Percent change)	4.9	4.7	3.6
Federal funds rate (Percent)	5.35	4.80	5.00
Personal income (Percent change)	5.0	4.9	4.7
Corporate profits before taxes (Percent change)	-2.3	-0.3	-3.4
Nonfarm wage and salary employment (Millions)	125.8	128.5	130.8
(Percent change)	2.6	2.1	1.8
Unemployment rate (Percent)	4.5	4.3	4.4
Housing starts (Millions)	1.62	1.63	1.51
(Percent change)	10.0	0.2	-7.3
New car sales (Millions)	8.2	8.0	7.8
(Percent change)	0.2	-2.6	-2.1
Consumer price index (1982-84=100)	183.1	166.4	170.5
(Percent change)	1.6	2.0	2.4

Forecast based on data available as of April 19, 1999. Percent changes calculated from unrounded data.

The California Outlook. A number of cross currents are affecting the California economy in 1999. Several key export industries—electronics and aerospace manufacturing, agriculture, apparel manufacturing, and motion picture production— are struggling, due in part to persistent weakness in foreign demand and accompanying downward pressure on prices. On the plus side, demand for high technology services—computer software, Internet applications, biotechnology and other engineering and management consulting—remains vigorous.

In addition, construction activity continues to surge, with an upturn in home building adding to an already healthy picture in the nonresidential segment. The housing recovery, in turn, is boosting activity in several related manufacturing industries such as lumber, stone-clay-glass, fabricated metals, and furniture. The strong market for both new and existing homes is also boosting activity in the financial services industries, although employment in depository institutions (banks and thrifts) continues to decline in the wake of major mergers and consolidations in that segment.

With the mix of job growth slanted toward high wage technology services, and given the popularity of stock options throughout the technology sector, wage growth appears far more robust than the employment data would suggest. With job growth projected at 3.3 percent this year, wages and salaries are forecast to rise over 9 percent, with total incomes advancing by 6.6 percent. This view is based in part on extremely strong personal income tax wage withholding receipts, which jumped over 14 percent in the first quarter compared to the similar 1998 period.

Beyond 1999, the signals are mixed. A turnaround in overseas economies should help prospects in several export-oriented manufacturing industries. At the same time, once the Year 2000 computer problems are addressed, demand for computer services could moderate. The expected slowing of the national economy— still California's biggest "export" market—will also dampen growth next year.

Job growth next year is expected to ease to 2.5 percent from 3.3 percent in 1999. Income gains are projected at 5.4 percent, compared to 6.6 percent this year. Construction activity should continue to advance, although the rate of increase will also slow from this year's anticipated pace. The California forecast is summarized in Figure ECON-5.

FIGURE ECON-5

Selected California Economic Indicators

			Forecast			
	1998	Percent Change	1999	Percent Change	2000	Percent Change
Personal income ($ bill.)	$902.0	6.6%	$961.6	6.6%	$1,013.4	5.4%
Nonfarm W&S employment (thous.)	13,603	3.6%	14,046	3.3%	14,393	2.5%
Mining	25	-12.5%	24	-6.7%	23	-4.5%
Construction	607	10.3%	670	10.4%	715	6.6%
Manufacturing	1,957	2.2%	1,965	0.4%	1,972	0.4%
High Technology	535	2.8%	524	-2.2%	514	-1.8%
Transportation/utilities	695	4.7%	715	2.8%	720	0.8%
Whlse & retail trade	3,128	2.6%	3,204	2.4%	3,275	2.2%
Finance group	800	5.5%	820	2.5%	828	1.0%
Services	4,226	5.0%	4,428	4.8%	4,592	3.7%
Government	2,164	1.1%	2,220	2.6%	2,269	2.2%
Unemployment rate	5.9%	--	5.6%	--	5.4%	--
Housing permits (thous.)	125.0	12.8%	160.0	27.3%	174.0	9.0%
Consumer price index	163.7	2.0%	168.3	2.8%	172.9	2.7%

Forecast based on data available as of April 19, 1999. Percent changes calculated from unrounded data.

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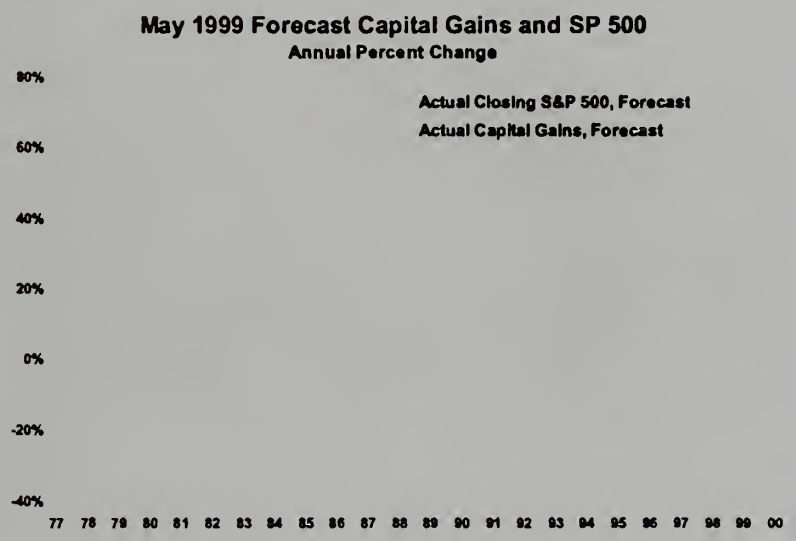
Revenue Estimates

Revenues are projected to be above the 1999-00 Governor's Budget forecast by $1.634 billion in 1998-99 and $2.713 billion for 1999-00, for a combined increase of $4.347 billion.

As noted in the previous discussion, economic growth has been substantially stronger than was anticipated by the economic consensus at the time the Governor's Budget was prepared. Similarly, stock prices have exceeded virtually all projections—boosting the realization of capital gains and stock option activity. Capital gains are estimated to have increased in 1998 to a level more than three and one-half times the level just four years earlier. Since capital gains account for over 16 percent of personal income tax revenues, any swings in this volatile revenue source cause significant revenue changes. The fall meltdown in stocks, which pulled market growth down at the time the Budget was prepared, does not appear to have significantly increased net losses to investors. The chart below shows that although the pattern of growth in capital gains does not always track closely with that in the stock market, gains in 1998 appear to have moved in line with the market close.



Personal Income Tax

The personal income tax forecast has been increased by $1.976 billion in 1998-99 and $2.760 billion in 1999-00, for a combined increase of $4.736 billion.

Through April, personal income tax receipts are $1.971 billion, or 8 percent, above the 1999-00 Governor's Budget forecast. The stock market is believed to be the key factor driving this growth, both in capital gains realizations as well as wage growth resulting from increased stock option activity.

Although the detail for the 1998 tax year is not known, based on cash receipts for the year, it appears that capital gains realizations increased by 35 percent from the prior year. Capital gains are expected to increase by 9 percent during 1999 and decline by 13.8 percent during 2000.

The Governor is proposing permanent extension of the 50 percent exclusion of gains from the sale of small business stock. Under current law this exclusion only applies to sales made prior to January 1, 1999.

Revenue Estimates

FIGURE REV-1

REVENUE ESTIMATES

SALES AND USE TAX

The sales and use tax forecast has been increased by $240 million in 1998-99 and $280 million for 1999-00, for a combined gain of $520 million.

Through April, sales tax receipts are $168 million, or 1.1 percent, above the 1999-00 Governor's Budget forecast. The stock market "wealth factor" is believed to be contributing to the current strength in this tax, as well as the impact of increased personal income tax refunds as a result of last year's tax reduction efforts at both the state and federal levels—in particular, increases in the dependent exemption credits. Taxable sales are forecast to increase by 7.6 percent during 1999, following only 5.3 percent growth for 1998.

BANK AND CORPORATION TAX

The bank and corporation tax forecast has been decreased by $404 million in 1998-99 and $539 million in 1999-00, for a combined decrease of $943 million.

Through April, bank and corporation tax receipts are $270 million, or 5.9 percent, below the 1999-00 Governor's Budget forecast. This shortfall is first evidenced by weakness in the first two estimated payments for 1999 calendar-year corporations, which were $319 million below forecast, and was offset to some extent by final payment and refund receipts for the prior year.

The forecast reflects the Governor's proposal to eliminate the minimum franchise tax for the first two years for new businesses that incorporate after January 1, 2000.

FIGURE REV-2

General Fund Revenue Forecast
Reconciliation with the Governor's Budget Forecast

(Dollars in millions)

	Governor's Budget	May Revision	Change Between Forecasts	
Fiscal 97-98				
Personal Income Tax	$27,925	$27,925	$0	0.0%
Sales & Use Tax	17,583	17,583	0	0.0%
Bank & Corporation Tax	5,837	5,837	0	0.0%
Insurance Tax	1,221	1,221	0	0.0%
Other Revenues	2,272	2,272	0	0.0%
Transfers	135	135	0	0.0%
Total	**$54,973**	**$54,973**	**$0**	**0.0%**
Fiscal 98-99				
Personal Income Tax	$28,526	$30,502	$1,976	6.9%
Sales & Use Tax	18,620	18,860	240	1.3%
Bank & Corporation Tax	5,926	5,522	-404	-6.8%
Insurance Tax	1,238	1,252	14	1.1%
Other Revenues	2,100	2,074	-26	-1.2%
Transfers	-117	-283	-166	141.9%
Total	**$56,293**	**$57,927**	**$1,634**	**2.9%**
Change from Fiscal 97-98	$1,320	$2,954		
% Change from Fiscal 97-98	2.4%	5.4%		
Fiscal 99-00				
Personal Income Tax	$30,175	$32,935	$2,760	9.1%
Sales & Use Tax	19,680	19,960	280	1.4%
Bank & Corporation Tax	6,295	5,756	-539	-8.6%
Insurance Tax	1,232	1,246	14	1.1%
Other Revenues	2,783	2,850	67	2.4%
Transfers	107	238	131	122.4%
Total	**$60,272**	**$62,985**	**$2,713**	**4.5%**
Change from Fiscal 98-99	$3,979	$5,058		
% Change from Fiscal 98-99	7.1%	8.7%		

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Tax Relief

Minimum Franchise Tax Reduction

Current state law requires that all corporations pay at least a minimum franchise tax for the privilege of doing business in California. This minimum tax is $800 for most corporations, with reduced amounts beginning on January 1, 1999, for new corporations with gross receipts under $1 million. For those entities, the tax is $300 for their first year of incorporation and $500 for their second year.

Beginning January 1, 2000, the Governor proposes to eliminate the minimum tax for all new corporations that is paid at the time of initial incorporation, as well as the payment of the minimum franchise tax for their second year of incorporation. This proposal is estimated to reduce General Fund revenues by $28 million in 1999-00, increasing to approximately $60 million annually thereafter.

Small Business Stock Gains Exclusion

Current federal and state laws allow 50 percent of the gains from the sale or exchange of qualified small business stock held for over five years to be excluded from gross income. The exclusion under current state law requires that the issuing corporation meet specified active business requirements within the state and the stock must be purchased before January 1, 1999.

The Governor proposes to make this exclusion permanent, thereby conforming to the federal law provision and extending this relief to qualified stock that is purchased on or after January 1, 1999. Upon full implementation, this tax relief provision is estimated to reduce General Fund revenues in the range of $50 million annually. However, due to the requirement that the stock be held for at least five years, this reduction will not impact revenues until after the 2003 tax year.

Set Aside for Vehicle License Fee Reduction

Beginning January 1, 1999, a permanent reduction of 25 percent of the amount of vehicle license fees owed became operative. This can increase to four higher levels at various future dates, if General Fund revenue projections exceed the Department of Finance's May 1998 revenue projections.

A potential exists that the next level of the vehicle license fee reduction will become operative for the 2001 tax year, increasing from 25 percent to 35 percent. The Governor proposes to set aside $248 million, which is the estimated impact of that increase in the 2000-01 fiscal year, as a special reserve for 1999-00. This set-aside will assure that funds are available in 2000-01 to backfill the loss of vehicle license fee revenue to local governments, in the event the 35 percent reduction is triggered.

Current Law Tax Provisions

Existing state law affords substantial tax relief to both corporate and individual taxpayers. Based on the Department of Finance *1998-99 Tax Expenditure Report*, these provisions are estimated to reduce state revenues by $18 billion annually—including $14 billion in personal income tax relief, $3 billion in corporate tax relief, and $1 billion in sales tax relief.

Key areas of tax reduction for individual taxpayers include deductions for home mortgage interest and charitable contributions, employer contributions to health plans, and capital gains on the sale of a principal residence. On the corporate side, key areas of relief include a reduced rate of taxation for all corporations, special rate provisions for subchapter S corporations, carryover of net operating losses, and the manufacturing investment and research and development credits. These recently enacted corporate tax provisions along with the 25% vehicle license fee reduction enacted in 1998, will result in General Fund revenue losses of approximately $4 billion in the 1999-00 fiscal year.

The Governor's Budget assumes the continuation of all the special provisions for individual and corporate taxpayers described above.

EDUCATION

PROPOSITION 98 GUARANTEE

1998-99	*$241.5 million*
1999-00	*$717.5 million*

The May Revision includes a two-year increase of $1.2 billion over the January Budget. The May Revision proposes total Proposition 98 spending of $37.9 billion in 1999-00, which includes a $100 million General Fund augmentation over the minimum guarantee level. This augmentation will become a permanent part of the ongoing Proposition 98 base amount.

The May Revision reflects both significant changes to state revenue and personal income estimates, as well as K-12 average daily attendance (ADA). There is no change in the local property tax growth estimate in 1998-99 (4.9 percent); however, there is a moderate increase in 1999-00 (from 6.0 percent to 6.5 percent). These revised estimates and the $100 million General Fund augmentation combine to increase the State's General Fund share of the Proposition 98 guarantee by a two-year total of $959 million, up by $241.5 million in 1998-99 and $717.5 million in 1999-00 (see Figure K12-1). The revised K-12 dollars per pupil increased by $46 above the January estimate to $5,990, an increase of 5 percent above the $5,709 in 1998-99 (see Figure K12-2).

FIGURE K12-1

Proposition 98
January vs. May Revision
(Dollars in Thousands)

1998-99	January Proposal	May Revision	Change
General Fund	$24,567,286	$24,808,785	$241,499
Local Revenue	10,700,916	10,780,009	79,093
Total Guarantee	$35,268,202	$35,588,794	$320,592
1999-00	**January Proposal**	**May Revision**	**Change**
General Fund	$25,754,494	$26,472,032	$717,538
Local Revenue	11,254,793	11,433,109	178,316
Total Guarantee	$37,009,287	$37,905,141	$895,854

K-12 EDUCATION

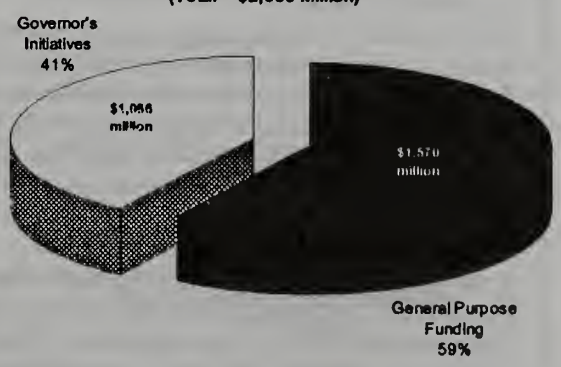
1998-99	*$241.2 million*
1999-00	*$731.5 million*

The May Revision provides $972.7 million in additional General Fund resources for K-12 education above the January level. Total General Fund allocations of $26.5 billion for K-12 education now represent 41.9 percent of the total General Fund budget.

The total amount of new K-12 Proposition 98 resources in 1999-00 over the 1998-99 Budget Act level is $2.7 billion, which includes additional General Fund, increased local property tax revenues, and one-time funding available in the

FIGURE K12-2

What the K-12 Proposition 98 Increase Buys in 1999-00
(Total = $2,656 Million)



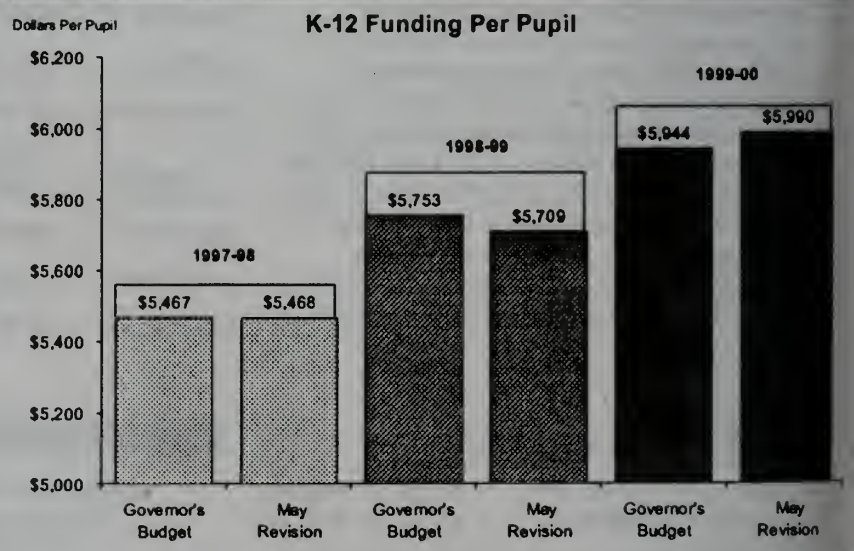
EXPENDITURES

Proposition 98 Reversion Account. As shown in Figure K12-3, 59 percent of the Proposition 98 increase is devoted to additional general purpose funding for school districts and 41 percent is spent on the Governor's Initiatives.

Current Year

School district and county office of education revenue limit appropriations reflect an increase of $241.2 million since the Governor's Budget, resulting from increased estimates of ADA offset by slightly increased local property tax revenues. The May Revision includes estimated K-12 ADA growth for 1998-99 of 3.79 percent, up significantly from the 1.99 percent in the Governor's Budget (about 85,000 ADA higher than the January estimate). This results in an ongoing increase of $325.6 million. In addition, the higher ADA also increases funding for special education programs by $40.5 million in the current year. Further, funding of $40.6 million is included for prior year state mandate claims. Funding for special education and state mandates is allocated from one-time Proposition 98 resources.

FIGURE K12-3



Budget Year

For 1999-00, State General Fund support of K-12 education will increase by $731.5 million which results from the General Fund augmentation to the calculated Proposition 98 minimum level ($100 million), changes in property tax growth (-$131 million), statutory growth ($401.6 million), and the combined effect on the Proposition 98 guarantee of revised estimates of state revenues, personal income, and population ($360.9 million). The revised level of spending reflects a change in the statutory cost-of-living adjustment (COLA) from 1.83 percent to 1.41 percent. The May Revision also includes $5.5 million to provide a 1.41 percent discretionary COLA to three education programs that did not receive a COLA in the Governor's Budget in January. These programs include the Staff Development Day Buy-Out Program, Community Day Schools, and 9th Grade Class Size Reduction. The net change of the above adjustments results in a total of $859.4 million in available resources.

In the budget year, the revised ADA growth rate is up slightly, from 1.40 percent in January to 1.53 percent. Including continuation of the current year increase, there is a total budget year adjustment of $411.7 million for growth in ADA. The total number of ADA is estimated to be 5,536,960 in 1998-99 and 5,621,518 in 1999-00.

The Governor's Education Initiatives included in both the Governor's Budget and the May Revision are identified in Figure K12-4. New education initiatives included in the 1999-00 Budget total approximately $1.1 billion. As Figure K12-4 indicates, the May Revision contains the following significant changes for 1999-00:

School Safety

★ **Conflict Resolution Counselors-High School.** In an effort to assist pupils in developing the skills necessary to address and resolve conflict in a conciliatory manner and encourage a safer learning environment in high schools, the May Revision contains $42.5 million to provide funding to every

FIGURE K12-4

Governor's Education Iniatives
(Dollars in Millions)

GOVERNOR'S BUDGET/LEGISLATION	
Reading Improvement	
Intensive Reading Instruction for K-4 students	$ 75.0
Classroom Library Purchases for K-4	25.0
Public campaign/Gov Reading Awards	6.0
Secondary Schools Reading Instruction	5.0
English Language Learners	74.0
Preschool Reading/Development Standards	1.0
Teacher Quality	
Reading Professional Development Institutes	12.0
Credentialing Fee Buy-out	1.5
Governor's Teacher Scholars	0.5
Governor's Principal Leadership Academy	0.5
Paraprofessional Teacher Preparation	10.0
Teacher Peer Review & Assistance	125.0
Less Redirection from Mentor Teacher	(83.2)
Accountability/Performance	
High School Exit Exam	2.0
Low Performing Schools/Accountability	96.1
Governor's Performance Awards for Schools	96.1
California Community Colleges	
Teacher/Reading Development Partnerships	10.0
High School Report Cards	10.6
High School Middle Colleges	1.8
Total	**$ 468.9**

MAY REVISION	
School Safety	
Conflict Resolution Counselors-High School	$ 42.5
Review of School Safety Plans	15.0
School Safety Infrastructure Grants	42.5
Instructional Quality	
Teacher Performance Bonuses	100.0
Instructional Materials: 3 core textbooks	144.0
Parent Involvement	40.0
College Preparation/Testing	5.0
Double Funding for Arts Education	3.0
Digital High School Assistance	1.0
Add 20 Partnership Academies	1.2
Funding Equity and Accountability	
Deferred Maintenance	143.7
Fiscal Accountability	3.0
School Business Office Staff Development	0.5
Preschool and Child Care	
Expand Pre-School to 100,000 in 2 years	23.0
Child Care Expansion for Working Families	13.9
After School Program--Middle School	25.0
After School Program--Elementary School	10.0
Total	**$ 613.3**

Total Governor's Education Initiatives
$1.1 billion

high school in the State for conflict resolution counselors and certificated personnel trained in conflict resolution, peer counseling, or other programs developed to reduce the incidence of violence in the schools.

★ **Review of School Safety Plans.** All school sites are required to have school safety plans. In an effort to ensure the efficacy of these plans, the May Revision provides $15 million to county offices of education and law enforcement personnel to review school safety plans and school sites and make recommendations to school districts with regard to what is necessary to implement their plan and create a safer learning environment in California schools.

★ **School Safety Infrastructure Grants.** The May Revision provides $42.5 million for safety related infrastructure, such as fences and metal detectors, for middle, junior, and high schools. Purchases would be made based on the review of school safety plans and school sites by law enforcement personnel.

Instructional Quality

★ **Teacher Performance Bonuses.** The May Revision includes $100 million for teacher performance bonuses to foster improved academic performance by students attending the State's lowest performing schools. In accordance with criteria established by the State Board of Education, bonuses will be awarded to teachers who work in schools that score below the 50th percentile on the achievement test administered pursuant to Education Code Section 60640 and who are successful at helping their students achieve improved test scores. Funds will be allocated annually by the State Department of Education to school districts that apply on behalf of eligible teachers.

★ **Instructional Materials: Three Core Textbooks.** The May Revision includes $144 million to help ensure that school districts provide pupils with sufficient, up-to-date instructional materials. This funding will augment the $176 million proposed in the Governor's Budget and the $500 million available for the purchase of standards-aligned instructional materials to provide a total of $820 million-an average of $140 per pupil. This level of funding will allow school districts to purchase standards-aligned textbooks for history/social science, mathematics, and language arts for all students.

★ **Parent Involvement.** Research has shown conclusively that parent involvement in children's education improves student achievement. The May Revision includes $40 million for school districts to establish and implement a program involving parents, teachers and pupils in the child's education. To be eligible for this program, schools must have a substantial number of their parents sign agreements that require parental participation in the following major areas: 1) emphasizing at home the importance of education and learning, 2) promoting communication about school programs and students' progress, 3) involving parents in instructional and support roles at the school, 4) providing parents with strategies and techniques to assist their children with learning activities, 5) preparing parents to actively participate in school decision making, and 6) providing parents with skills to access community and support services that strengthen school programs.

★ **College Preparation/Testing.** In an effort to increase college attendance and provide low-income students greater opportunities to compete for acceptance into colleges and universities, the May Revision includes $5 million in one-time funds to augment the following three college preparation programs: the Advanced Placement Fee Waiver Program, the College Preparation Partnership Program, and the International Baccalaureate Program.

★ **Federal Class Size Reduction.** The May Revision includes $129 million for the federal class size reduction program to reduce class sizes for grades 1 through 3. If schools have already reduced grades 1 through 3 class sizes to 20 students or less, schools can reduce class sizes for other grade levels and provide teacher training. To the maximum extent allowable by the federal program, the Governor strongly urges schools to reduce class sizes for grade 10 students.

★ **Double Funding for Arts Education.** The additional funding included in the May Revision doubles the resources available for arts education through the Visual and Performing Arts Education Grant Program. This $3 million augmentation will allow up to 100 additional school districts to establish or expand arts programs based on local priorities. Research has demonstrated that pupils who participate in arts coursework show increases in academic achievement.

★ **Digital High School Assistance.** The May Revision includes $1 million to allow the California Technology Assistance Project (CTAP) to assist high schools with the development of the digital high school plans and applications required to receive funding for the implementation of the digital high school program. Additionally, CTAP assists schools with other needs such as staff development, learning resources, hardware, and telecommunications infrastructure.

★ **Add 20 Partnership Academies.** Included in the May Revision is an additional $1.2 million which will provide for planning grants and first year implementation grants for 20 new partnership academies. The total cost in future years for these 20 academies is $1.6 million.

Funding Equity and Accountability

★ **Deferred Maintenance.** In an effort to continue to encourage school districts to devote more local resources to deferred maintenance needs, and to ensure the state's ability to fully fund the one-half of one percent state match provided for in statute, the May Revision includes a $143.7 million General Fund augmentation for the program.

★ **Fiscal Accountability.** The May Revision includes a package of proposals designed to increase the fiscal accountability of school districts. Due to a significant increase in ADA reported to the Department of Education by school districts in the current year over the amount projected in the Governor's Budget, the Department of Finance conducted a survey of a sample of school districts to determine the accuracy of the ADA being reported. The survey relied heavily on self-reporting by the involved districts. Based on the information collected during this survey, a more comprehensive audit of school attendance is warranted.

The May Revision proposes $3 million for the Department of Finance to contract with the State Controller's Office to perform additional audits of school attendance records. This level of funding will allow 67 percent of all ADA to be audited. Additionally, language will be included

in the education trailer bill to allow for correction in the calculation of Proposition 98 for errors identified in audit findings, to require that the school district revenue limit appropriation be adjusted for audit exceptions, and to establish an audit appeal process.

★ **School Business Office Staff Development.** The May Revision provides an additional $500,000 to the Fiscal Crisis Management Assistance Team, thereby doubling the amount for management training and business professional development for school district personnel and school site leadership teams and administrators in a variety of subject areas.

Preschool and Child Care

CalWORKs Child Care Caseload. The May Revision Stage 2 child care estimate for current CalWORKs families, including those receiving Transitional Child Care (TCC) through the Department of Education, is reduced by $122 million, reflecting lower overall caseloads and employment needs from the fall estimate. Due to changes in federal TANF regulations, it is further proposed that TANF Block Grant funding be directly transferred to the Department of Education to support the revised caseload. Stage I services provided by counties through allocations from the Department of Social Services (DSS) have increased as discussed in the Health and Human Services section.

Expansion of Subsidized Care for Other Working Families. The May Revision reflects a major new commitment of over $100 million for augmenting the Department of Education programs available to working poor families not receiving CalWORKs benefits:

★ **State Preschool Expansion.** The May Revision includes $23 million of Proposition 98 funding on a half-year basis to expand State preschool by almost 17,000 new enrollments. This is the first increment toward an Administration goal of serving 100,000 children in State preschool by 2000-01. State preschool is a high quality early childhood development experience which prepares disadvantaged children for early school success.

★ **Full-time Care for Working Families.** The May Revision provides $35 million to expand subsidized child care for post-TCC CalWORKs families and other low-income, working families. This is funded from $21.1 million of new federal Child Care and Development Block Grant (CCDBG) funding and $13.9 million of Proposition 98 General Fund. Consistent with DSS's estimated need, $17.5 million is dedicated for former CalWORKs families who have exceeded their two-year child care entitlement with an equal amount budgeted through alternative payment programs for other populations. The Administration proposes to assure equal access for both CalWORKs recipients and the working poor, subject to affordability.

★ **After School Programs.** The May Revision includes an additional $35 million from Proposition 98 to expand incentive grants for after school programs pursuant to legislation enacted last summer, with $25 million prioritized for middle school sites and at least $10 million allocated for elementary schools. Eligibility is focused on school sites with high concentrations of low-income students and provides literacy and homework assistance, while providing a convenient, no cost option for working parents of potential latchkey children.

★ **Child Care Facilities.** The May Revision increases transfers by $11.3 million to the Child Care Facilities Revolving Fund, bringing the total budget proposal for this program to $44.9 million. This increase recognizes the needs for both the proposed preschool expansion as well as the proposed $100 million center based pilot included in the January budget.

Child Nutrition. The May Revision also includes $75 million to expand federally funded school breakfasts and lunches for low-income students.

Higher Education

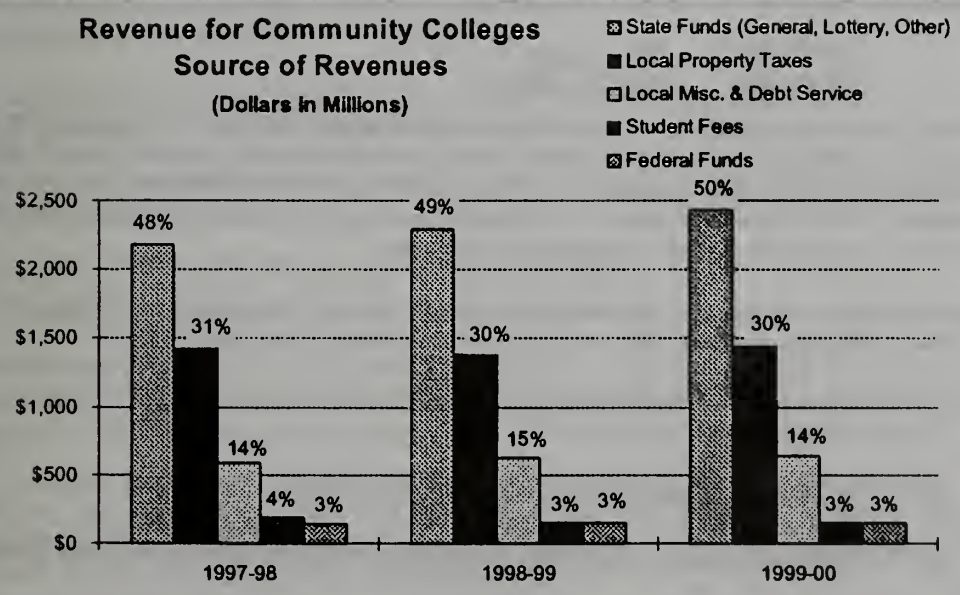
California Community Colleges

1998-99 -$30.1 million
1999-00 -$13.5 million

Current Year

The Governor's Budget included $9.8 million in savings due to increased property tax collections ($8.6 million) and revised estimates of lease purchase payments ($1.2 million). The May Revision includes an additional $30.1 million in savings due to increased property tax collections for total current year savings of $39.9 million.

FIGURE HIED-1



Budget Year

Overall revenues for Community Colleges are estimated at $5.2 billion in 1999-00, a $298 million increase over the estimate for 1998-99.

The May Revision reflects augmentations in Proposition 98 related fund sources of $18.4 million, with a net Proposition 98 General Fund decrease of $13.5 million from the Governor's Budget.

One percent Growth Increase for Transfer Courses. The May Revision proposes an increase of $32.5 million to reflect a one percent increase in growth over the Governor's Budget level. Total growth is 3.5 percent which exceeds the statutory level by about 1.5 percent. The additional growth funds are proposed to be prioritized by the colleges to augment pre-collegiate and core course offerings to stimulate additional transfers from the community colleges to four year colleges and universities.

One Dollar Student Fee Reduction. The May Revision proposes a net $12.9 million backfill of fee revenue from a one dollar reduction in the per unit fee for credit coursework.

Other Adjustments. The May Revision also includes a $44.2 million decrease to reflect an upward revision in the estimate of property taxes and a $14.4 million decrease to reflect a reduction in the COLA index from 1.83 percent to 1.41 percent (See Figure HIED-1).

University of California (UC)

1998-99	*No change*
1999-00	*$93.2 million*

The May Revision proposes an increase of $93.2 million to fund decreases in undergraduate and graduate student fees, increases in enrollment, restoration of reductions, applied research, and cooperative extension. This funding also includes a shift in administration of the California State Summer School for Math and Science, and planning funds related to the new Merced campus. Funding is proposed for the following significant changes:

★ $23 million to reduce undergraduate fees to $3,429, which is 10 percent below the 1997-98 level. With this decrease, fees will be at their lowest level since 1992-93.

★ $3.5 million is proposed to decrease graduate student fees by 5 percent, pursuant to Chapter 734, Statutes of 1998.

★ $39.6 million to restore reductions made in the January Budget.

★ $18.7 million is provided for 2,370 full-time equivalent students, which fully funds all enrollment.

★ $5 million to increase the Industry-University Cooperative Research Program. This augmentation brings state funding for this applied research program to $20 million, which will be matched by an equal amount of private sector funding.

- ★ $2 million to increase funding for Cooperative Extension, which provides applied research and other assistance to the agriculture industry.
- ★ $1 million is provided to shift the California State Summer School for Math and Science from the State Board of Education to the University.
- ★ $0.4 million for allocation to the County of Merced for local planning efforts related to development of the UC Merced campus.

California State University (CSU)

1998-99	*-$0.2 million*
1999-00	*$68.9 million*

Current Year

For 1998-99, the Budget is being reduced by $0.2 million to reflect savings in lease-purchase payments. These savings result from timing and financing revisions in the lease-purchase bond repayment schedules.

Budget Year

The May Revision proposes an increase of $68.9 million to fund decreases in undergraduate and graduate student fees, restoration of reductions, increased enrollment, outreach, applied agricultural research and planning funds related to the new Channel Islands campus. Funding is proposed for the following significant changes:

- ★ $20 million to decrease undergraduate fees to $1,428, which is 10 percent below the 1997-98 level. With this decrease, fees will be at their lowest level since 1992-93.
- ★ $4.2 million is proposed to decrease graduate student fees by 5 percent, pursuant to Chapter 734, Statutes of 1998.
- ★ $16 million to restore reductions made in the January Budget.
- ★ $14.9 million is provided for 2,710 full-time equivalent students, which fully funds all enrollment.
- ★ $9 million for outreach in 200 high schools to improve achievement in English and math and reduce the need for remediation among CSU freshmen. Funds are provided for faculty-to-faculty collaboration and learning assistance programs, including instruction and tutoring.
- ★ $4 million for applied agricultural research through the California Agricultural Technology Institute. This augmentation, along with the $1 million provided in the January Budget, brings total state funding for this program to $6 million. These funds are matched by at least an equal amount of funding from agricultural industry partners.
- ★ $0.8 million for executive staff to plan the new Channel Islands campus.

Student Aid Commission (SAC)

1998-99	*-$9.0 million*
1999-00	*No change*

Current Year

For 1998-99, the Budget is being reduced by $9 million, mostly due to savings in various student financial aid grant programs. A total of $8 million reflects a revised estimate of costs in the Cal Grant program, based on actual payment data. Additional savings of $0.3 million in the Cal Grant T program, $0.3 million in the work-study program and $0.2 million in the Assumption Program of Loans for Education are the result of first-year implementation delays in the expansion of these programs. Also, savings of $0.2 million General Fund is expected in state operations due to a redirection of staff from grant-related to loan-related activities.

Budget Year

The May Revision proposes no net change in funding for financial aid; however, redirection of program savings will allow for a $21.5 million expansion of the Cal Grant program. Funding is proposed for the following significant changes:

★ $21.5 million of budget year savings are proposed for redirection within SAC to augment the Cal Grant program. Baseline costs of the Cal Grant program will be $14.7 million less than assumed in the January Budget, and savings of $6.8 million will result from the 5 percent decrease in student fees at UC and CSU. These savings are proposed to provide $2.4 million for increasing the maximum award for students attending independent institutions per the statutory formula, and $19.1 million for 7,717 additional new Cal Grant awards. With the $5 million for new Cal Grants included in the January Budget, a total of $24.1 million will be provided for 9,389 new Cal Grants, an increase of 20 percent over 1998-99.

★ An additional 1,000 warrants are proposed for the Assumption Program of Loans for Education. Additional funds for the increased costs of the new warrants will not be necessary until 2000-01, because program participants must teach for one year before receiving program benefits.

INFRASTRUCTURE

INFRASTRUCTURE BANK

1999-00 $425 million

An augmentation of $425 million is proposed to increase the capitalization of the State Infrastructure and Economic Development Bank to $475 million. The Bank was created in 1994 to assist in developing the infrastructure and public improvements necessary to implement economic development throughout California. In a survey of local governments done in preparation of the Bank's operating policies, significant demand was shown for short-term bridge-type financing and for financing of "backbone" infrastructure. State government also has a backlog of capital outlay and other infrastructure projects.

The $425 million will be used to implement a leveraged revolving loan program that will (1) provide loan resources of nearly $2 billion; (2) offer low-cost, flexible financing to those projects with limited access to other funding sources; and (3) create a permanent and perpetual source of financing to meet the needs of California communities. State and local governments will be eligible for projects like drainage and flood control, parks and recreation facilities, upgrading of utilities, and streets and county highways that create jobs and fill a community economic need.

PRISON CONSTRUCTION

1999-00 $355 million

To address reaching full capacity in the State's prison system, the May Revision proposes to add $335 million General Fund to construct California State Prison-Kern County Delano II, a new maximum security prison, which when fully occupied will be capable of housing nearly 4,500 inmates. In addition, $20 million General Fund is proposed to begin the design of another new maximum security prison in San Diego County capable of housing the same number of inmates. Each prison will also include a 400-bed Level I support facility. Additional funds of $2.3 million are proposed for the Department of Corrections to hire staff to manage and administer the projects and plan for activation of the new prisons.

DEPARTMENT OF PARKS AND RECREATION

DEFERRED MAINTENANCE

1999-00 $157 million

Maintaining a healthy state park system infrastructure is pivotal to the protection of California's natural, historic, and cultural resources and the delivery of recreational services to Californians. To ensure a healthy State Park system for its 265 park units, the May Revision proposes $137 million to address the Department's $274 million deferred maintenance backlog as well as $10 million for other cultural resources and $10 million for natural resource heritage needs.

Department of Transportation

1999-00 $75 million

The May Revision proposes $75 million General Fund to acquire additional trains and ferries to increase passenger service on intercity and commuter rail lines and on public Bay Area ferry lines. Of this augmentation, $55 million is to acquire a total of five train sets for the State's three intercity rail corridors which will provide 2 additional round trips on the Capitols from San Jose to Roseville, one additional round trip on the San Joaquin from Bakersfield to Sacramento, and two additional LA-San Diego round trips on the San Diegans. For the Altamont Commuter Express, $14 million is included to purchase one locomotive and five coach cars. The May Revision also proposes $6 million towards the purchase of additional ferries to improve Bay Area passenger capacity on publicly operated ferry lines. Funding of passenger ferries would be provided through a competitive matching grant process.

Health and Human Services

May Revision requests of $294.2 million and the April Finance Letter requests of $18.4 million provide for a total increase of $312.6 million over the January Governor's Budget. Total General Fund expenditures proposed for Health and Human Services are now $16.5 billion.

Caseload in the California Work Opportunity and Responsibility to Kids (CalWORKs) and Medi-Cal programs continues to decline, while caseload is increasing in the Supplemental Security Income/ State Supplementary Payment and In-Home Supportive Services programs.

The May Revision also includes a $110.0 million General Fund reserve to be used for expansion of the Healthy Families Program, rate increases for Medi-Cal managed care providers, nursing home industry reforms, and wage increases for providers of In-Home Supportive Services. Proposals to expend these funds will be developed by the Administration in conjunction with interest groups and the Legislature. The May Revision also includes acceleration of the Department of Developmental Services four-year staffing plan to ensure continued certification of state developmental centers, and further expansion of the Adult Protective Services Program.

Department of Health Services

Medi-Cal

1998-99	*$76.1 million*
1999-00	*$184.8 million*

Current Year

The May Revision includes total Medi-Cal expenditures of $20.2 billion ($7.5 billion General Fund), an increase of $252.7 million over the January Governor's Budget. General Fund expenditures for Medi-Cal have increased by $76.1 million, or one percent for benefits and administrative costs.

The number of persons projected to be eligible for Medi-Cal in 1998-99 is expected to remain nearly flat, reflecting an increase of only 16,800 to 5,024,700 eligibles. This represents an increase of only 0.34 percent over the level projected in the January Budget. However, the revised caseload is still 0.74 percent below the 1997-98 caseload. Medi-Cal costs continue to rise as the cost per service and the rate of service use continue to increase.

The General Fund increase includes the following:

- ★ The Family PACT program (family planning services) will cost $32.1 million more than estimated in January.
- ★ The use of "Other Services," mainly for medical equipment and supplies, will exceed the January Budget by $31.9 million.
- ★ Rates for children's hospitals will increase by $9.0 million pursuant to a California Medical Assistance Commission negotiation.

★ A variety of other increases and decreases totaling $3.1 million.

Budget Year

The May Revision includes total Medi-Cal expenditures of $21.5 billion ($7.5 billion General Fund), an increase of $568.4 million ($184.8 million General Fund) over the January Governor's Budget.

The average monthly Medi-Cal caseload is expected to decrease by 123,000 eligible beneficiaries to 4,834,200 eligibles, a decrease of 2.48 percent from the January Budget. As noted above, slowed growth or decreases in the Medi-Cal population do not directly translate into budget savings as utilization rates for both the number and type of services are increasing.

The General Fund increase includes the following:

★ $61.7 million for the budget year costs associated with higher 1998-99 costs for family planning, "Other Services," and children's hospital payment rates.

★ $32.6 million in local mental health services.

★ $23.0 million for new drugs available to Medi-Cal beneficiaries.

★ $38.9 million for Medi-Cal costs for Department of Developmental Services clients.

★ $9.2 million for new vaccines.

★ A variety of other smaller increases and decreases totaling $19.4 million.

Public Health

1998-99	*-$ 6.6 million*
1999-00	*$12.4 million*

Current Year

AIDS Drug Assistance Program

The May Revision proposes decreased expenditure authority of $14.5 million General Fund due to lower than anticipated AIDS Drug Assistance Program (ADAP) demand and related health care costs. The lower cost per client is due, in part, to the deferred availability of new federally-approved drugs on the ADAP formulary.

Caseload Programs

The revised General Fund estimate for health screens in the Child Health and Disability Prevention (CHDP) program is lower than the January estimate by 11,660 screens and the average cost per screen will be lower, resulting in savings of $2.1 million. The Cigarette and Tobacco Products Surtax Fund (CTPSF) portion of this caseload will be 74,792 higher than earlier estimated with lower average costs per screen, generating a net increase of $1.8 million.

The revised estimate for total caseload in the CCS program is 1,226 cases lower than the January estimate. However, as a result of higher costs per case, there is a net General Fund increase of $3.8 million.

The revised estimate for total caseload in the GHPP is higher than earlier estimated. Caseload will decrease by 47 cases with higher average costs per case, for a General Fund cost increase of $6.2 million, which includes $4.0 million for payment of prior-year claims recently received for authorized services.

Budget Year

AIDS Education, Prevention, Care and Treatment Initiative

The May Revision reflects an increase of $9.2 million ($4.1 million General Fund) to expand AIDS education, prevention, care, and treatment services to high-risk populations. Specifically, the initiative provides $1.5 million to increase counseling and testing services for high-risk men, $1.9 million to expand access to intervention services (such as care and treatment), $2.0 million to augment evaluation and surveillance activities, $1.5 million to establish a high-risk youth prevention program, $1.3 million to increase services for at-risk ethnic communities, and $1.0 million to expand access to shelter services.

Caseload Programs

The revised estimate for General Fund-supported health screens in CHDP is lower than the January estimate by 5,892 screens and the average cost per screen is also lower. Therefore, savings of $3.6 million result. The CTPSF portion of this caseload will be 73,331 higher than the prior estimate with lower average costs per screen, generating an increase of $2.2 million.

The revised estimate for caseload in the CCS program is lower than the January estimate. Caseload will decrease by 721 cases with higher costs per case, for an increase of $6.4 million General Fund.

The revised expenditure estimate for the GHPP is higher than the January projection. Caseload will decrease by 65 cases with higher average costs per case, for an increase of $2.6 million General Fund.

CHDP Immunization Expansion Initiative

The May Revision includes $1.3 million ($0.8 million General Fund) to administer a new initiative to provide Hepatitis A and Rotavirus vaccines through CHDP, beginning January 1, 2000. The initiative intends to improve the health of children through increased prevention efforts.

Chlamydia Prevention Education Initiative

The May Revision provides $1.3 million General Fund for a new initiative to expand Chlamydia prevention education geared toward high-risk uninsured women and their partners. The community-based health education services would help prevent transmission of the sexually transmitted disease and related health complications, such as infertility and pelvic inflammatory disease.

California Health Interview Survey

The May Revision includes $2.0 million ($1.0 million General Fund) to conduct a California Health Interview Survey. The statewide survey, supported through a combination of state, federal, and private resources, will gather useful information on individual health status, risk behaviors, insurance coverage, and service utilization. The program will provide the State and counties with improved data for effective administration of health care services.

Cigarette and Tobacco Products Surtax Fund-Proposition 99

The May Revision reflects increased revenues of $15.0 million. These revenues are comprised of $3.0 million Health Education Account, $5.3 million Hospital Services Account, $1.5 million Physician Services Account, $750,000 Research Account, $750,000 Public Resources Account, and $3.8 million Unallocated Account.

The May Revision proposes to allocate these funds to:

- ★ Rescind previously proposed budget reductions of $5.4 million to health care programs in 1998-99 due to the prior decreased amount of resources estimated to be available as a result of reduced tobacco consumption.
- ★ Support caseload-related cost increases for CHDP ($1.8 million in 1998-99 and $2.8 million in 1999-00), Access for Infants and Mothers ($3.4 million in 1999-00), and Breast Cancer Early Detection Program services ($1.4 million).
- ★ Augment tobacco-related disease research and public resource services by approximately $1.5 million.
- ★ Expand health education activities by $2.9 million ($955,000 in the State Department of Education and $2.0 million in the Department of Health Services).
- ★ Statutorily required transfers from the Unallocated Account to the Habitat Conservation Fund ($375,000) and increased reserve requirements ($221,000) account for $596,000.

★ As a result of the expenditure requirements listed above and the availability of resources in designated accounts for services required under the initiative, prorated reductions of $4.8 million to remaining health care programs are proposed.

The net change in expenditures for health care programs in the Department of Health Services (DHS) by program area are shown below.

Current Year

An increase of $5.3 million is proposed as follows: Children's Hospitals ($32,000), Managed Care Counties ($75,000), County Medical Services Program ($315,000), California Healthcare for Indigents Program ($4.6 million), Rural Health Services Program ($43,000), Comprehensive Perinatal Outreach ($100,000), and State Administration ($123,000). Rural Health Grants in the Office of Statewide Health Planning and Development are also increased ($58,000).

Budget Year

An increase of $2.0 million is proposed as follows: Media Campaign ($669,000), Tobacco Education and Research Oversight Committee ($82,000), Competitive Grants ($604,000), and Local Lead Agencies ($595,000).

Reduced availability of resources in health care accounts also requires reduced expenditures as follows: $65,000 for State Administration, $344,000 for Clinic Grants, $81,000 for Comprehensive Perinatal Outreach, $25,000 for Children's Hospitals, $60,000 for Managed Care Counties, $255,000 for the County Medical Services Program, $3.8 million for the California Healthcare for Indigents Program, and $110,000 for Rural Health Services.

Although these reductions are needed to align expenditures with available resources, the Health and Human Services Agency (HHSA) will be exploring the possibility of obtaining a waiver to authorize federal matching funds for the Breast Cancer Early Detection and Access for Infants and Mothers programs. If increased federal funds become available, the Director of Finance would consider using any related CTPSF savings to increase program allocations as is allowed under current law. Moreover, the HHSA will also be reviewing options for increasing administrative flexibility for public and private health care providers, along with input from stakeholders, and continue to work with stakeholders on reevaluating priorities in light of declining CTPSF revenues.

Related budget adjustments are included in the University of California, Managed Risk Medical Insurance Board, and various Public Resource Agency department budgets.

Higher Breast Cancer Control Account revenues are also available to support $500,000 in increased Breast Cancer Early Detection Program screening costs.

Managed Risk Medical Insurance Board

1998-99	*-$3.3 million*
1999-00	*-$2.0 million*

Current Year

The May Revision includes a reduction of $3.3 million General Fund to reflect a caseload of 125,000 children anticipated to be enrolled in the Healthy Families Program (HFP) by June 30, 1999, down 13,000 children from the January projection of 138,000 children.

Budget Year

Healthy Families Program

Revised projections indicate that 250,000 children will be enrolled in the HFP by June 30, 2000, down 54,000 children from the January estimate. The Budget has been reduced by $5.2 million General Fund to reflect the revised enrollment. As proposed in January, Medi-Cal income deductions will be applied to 200 percent of the federal poverty level (FPL) when determining eligibility for HFP. The May Revision includes $2.0 million General Fund for the estimated 14,200 additional children who will be enrolled. Additionally, $0.9 million General Fund is included for costs associated with the revision of the HFP handbooks and the increased need for enrollment applications.

Further expansion of eligibility will be considered in the context of the $110.0 million General Fund Reserve.

Access for Infants and Mothers Program

The May Revision includes a total of $39.6 million from the Cigarette and Tobacco Products Surtax Fund, an increase of $3.4 million for this program. Total funding will serve an average of 360 new women per month. Additionally, $0.3 million General Fund is included to provide benefits for their children.

Health Insurance Plan of California (HIPC)

The Pacific Business Group on Health, a nonprofit corporation, will assume responsibility for HIPC on July 1, 1999, as required by Insurance Code Section 10748.5. As a result, the May Revision reflects elimination of the Voluntary Alliance Uniting Employers Fund (-$2.6 million), the existing funding source for the program.

Department of Developmental Services

1998-99	*$4.9 million*
1999-00	*$13.3 million*

Current Year

The May Revision includes an increase of $4.9 million General Fund to backfill the loss of federal funds resulting from the Health Care Financing Administration's decertification of the Agnews Developmental Center.

Budget Year

Developmental Centers

In 1999-00, population in the Developmental Centers is projected to be 196 clients above the 3,661 included in the Governor's Budget at a cost of $12.0 million ($20.9 million General Fund and -$8.9 million Reimbursements) and 194.0 positions. The increase in population, clients service needs, and adjustments to federal reimbursements resulting from developmental center certification status also require amendments to the second year of the four-year staffing augmentation plan which began in 1998-99. These amendments result in an increase of $0.5 million General Fund, a reduction of 5.6 positions and a decrease of $0.5 million in Reimbursements.

To meet the conditions necessary to recertify Agnews Developmental Center and to maintain certification in the other facilities, $2.3 million General Fund and $25.3 million Reimbursements are provided to accelerate the four-year staffing plan. These funds will provide consultants to assist with certification issues, accelerate the third-year staffing augmentation by a year (193.0 positions), and provide recruitment and retention bonuses for developmental center staff.

The Department of Developmental Services will enter into a 15-year lease for an 80-bed psychiatric facility in northern California to meet the increased need for a Behavior Adjustment Unit for clients at a cost of $8.4 million General Fund and 37.0 additional positions.

Regional Centers

The Regional Center (RC) population is projected to increase by 445 clients from the projection of 153,155 clients assumed in January, resulting in an increase of $8.4 million, (-$22.3 million General Fund). In addition to standard population adjustments, the estimate updates the number of regional centers which are projected to be recertified to receive federal funding under the Home and Community-Based Services Waiver, includes the Budget Act of 1998 rate increase for Early Periodic Screening, Diagnosis, and Treatment nursing staff, and includes a one-time expenditure of $1.5 million for Wellness Projects related to health, dental, and mental health issues for the developmentally disabled.

The May Revision also includes $3.6 million General Fund and $13.4 million Reimbursements to provide a three percent rate increase for community care facilities effective July 1, 1999, and to pass-through the Supplemental Security Income/State Supplementary Program (SSI/SSP) cost-of-living adjustments to these facilities.

Department of Rehabilitation

1998-99	*$6.1 million*
1999-00	*$9.6 million*

Current Year

The May Revision reflects a decrease of approximately 530 clients in the Work Activity and Supported Employment Programs. However, due to statutory changes to the supported employment services payment method, program costs are increasing by $6.1 million General Fund.

Budget Year

The May Revision reflects an increase in General Fund costs of $9.6 million mainly due to a combination of changes: a decrease of 150 clients in the Work Activity and Supported Employment Programs; cost increases of $8.6 million due to changes in the supported employment services payment method; and an increase of $0.9 million to replace federal funds that will not be received under the Home and Community-Based Services Waiver. The current rate structure statutorily sunsets on June 30, 1999. The Department of Rehabilitation is continuing to develop a new rate method which is equitable and cost-effective. However, this methodology will not be ready for 1999-00, thus, trailer bill language is proposed to extend the sunset date of the current rate structure to June 30, 2000. Additionally, the trailer bill language will require that rates paid for services provided remain within the authorized appropriation and that payments be prorated, if necessary, to meet this requirement.

Additionally, the May Revision includes five positions to further expand the provision of training and expertise to state departments requesting technical assistance in meeting the requirements of the Americans with Disabilities Act. These positions are provided on a reimbursable basis.

Department of Mental Health

1998-99	*-$0.9 million*
1999-00	*$8.2 million*

Current Year

The May Revision includes a reduction of $0.9 million General Fund to reflect a reappropriation of these funds into 1999-00 for the Brain Damaged Adults Program to continue the provision of services through the Caregiver Resource Centers.

Budget Year

The population in the state hospitals is projected to increase by 153 clients above the Governor's Budget estimated population of 4,198, at a net cost of $4.7 million ($9.2 million General Fund, -$4.5 million Reimbursements). This net increase is comprised of the following projected population

changes: (1) judicial and penal code commitments are increased by 164; (2) county-purchased Lanterman-Petris-Short beds are decreased by 50; (3) the sexually violent predator population is decreased by 31; and (4) the delay in transfer of the developmentally disabled clients from Napa State Hospital results in an increase of 70 clients.

The May Revision includes a net increase of $4.4 million (-$2.5 million General Fund, $6.9 million Reimbursements) for changes in mental health managed care. Adjustments for inpatient services include a reduction in the number of mental health managed care program eligibles and a reduction in the Consumer Price Index. Adjustments in specialty mental health professional services include a reduction in the number of eligibles, an increase for rate adjustments, and a technical adjustment for the San Mateo County Mental Health Managed Care Program.

Evaluation costs for Mentally Disordered Offenders is projected to increase by $0.6 million as a result of increased referrals by the California Department of Corrections. An estimated 220 evaluations per month are anticipated. This estimate is 89 evaluations per month above the January projection of 131 evaluations per month.

A General Fund reappropriation of an estimated $0.9 million is proposed for the Brain Damaged Adults Program to continue services through the Caregiver Resource Centers.

Office of Statewide Health Planning and Development

Rural Health Development Projects

The May Revision includes a one-time $2.0 million General Fund augmentation to provide rural health development grants for the purchase and replacement of diagnostic patient care equipment, remodeling of facilities, and Y2K computer compliance requirements ($1.8 million), and health care professional loan repayment grants ($0.2 million) which match funding from rural health providers to repay educational loans for health care professionals who serve for at least two years in federally defined health professional shortage areas.

Emergency Medical Services Authority

California Poison Control System

The May Revision includes $2.0 million General Fund to increase state support of the California Poison Control System which serves as a single statewide poison information provider with a toll-free number available to the public twenty-four hours a day, seven days a week. Statewide toll-free numbers are also available for health professionals, 9-1-1 operators, the speech and hearing impaired, and persons calling for health education information.

Department of Social Services

1998-99	*$1.6 million*
1999-00	*$101.0 million*

CalWORKs

The 1998-99 average monthly CalWORKs trend caseload of 646,000 (1,853,000 recipients), represents a decrease of 8.2 percent from 1997-98. For 1999-00, the trend caseload is expected to be 602,000 (1,663,000 recipients). Although this is a slight increase over the January projection of 598,000, caseload will still decline by 6.8 percent from the 1998-99 projection.

The May Revision continues to meet, but not exceed, the federally-required $2.9 billion combined state and county maintenance-of-effort (MOE) requirement. Total CalWORKs-related expenditures are estimated to be $7.3 billion for 1998-99 and for 1999-00, including child care transfer amounts for the Department of Education (CDE).

FIGURE HHS-1

1999-00 CalWORKs
(Dollars in Millions)

	January	May
Caseload	598,000	602,000
Total Federal, State and County	$7,297.4	$7,304.8
Temporary Assistance to Needy Families (TANF) Block Grant Available (including carry-forward)	$4,392.2	$4,500.5
Tribal TANF Transfer	$1.9	$3.6
TANF Block Grant Expenditures Within DSS	$3,828.0	$3,958.7
TANF Child Care Reserve	$183.0	$183.0
TANF Block Grant Expenditures, CDE Child Care	$379.3	$257.3
State Funds (inclusive of other agency maintenance-of-effort [MOE] spending)	$2,683.6	$2,723.0
County Funds	$223.5	$182.8
State-County MOE Requirement	$2,907.1	$2,905.8

Major changes proposed for 1998-99 include:

★ $60.1 million decrease in assistance payments due to caseload reductions.

★ $97.6 million loss of federal MOE qualifying child care expenditures within CDE appropriations. The accounting of MOE countable expenditures within CDE and the timing of federal MOE reporting do not correspond, thereby causing a loss of MOE countable expenditures which must be backfilled.

Major changes proposed for 1999-00 include:

★ $83.4 million increase in assistance payments to CalWORKs recipients, due to a cost-of-living (COLA) index increase and a slower decline in caseload. The total July 1999 COLA costs $102.6 million.

★ A shift from General Fund to the Federal Temporary Assistance for Needy Families (TANF) block grant in the Child Welfare Services-Emergency Assistance program is proposed to conform to the federal TANF regulations that are to become operative on October 1, 1999. The result of this fund shift will be a net loss of $32.9 million in MOE-qualifying expenditures in this program.

CalWORKs Child Care

The May Revision reflects an increase of $100.7 million to fund the estimated need for child care administered by DSS. The increased caseload is primarily for two-parent families who need this assistance to meet their work requirements. The CalWORKs-related child care administered by CDE is projected to be $122.0 million below the level assumed in January. This decline is due both to a revised estimate of caseload and a net shift from CDE-administered child care to DSS-administered child care. The May Revision proposes the direct use of TANF moneys for CDE as the final TANF regulations clarify that the time during which a family receives child care only will not count against their 60-month lifetime limit on aid. This change in child care funding should increase program administration flexibility.

Child Welfare Services

The May Revision reflects a General Fund decline of $99.3 million for 1999-00. This primarily reflects the usage of TANF in lieu of General Fund for the Child Welfare Services' Emergency Assistance program, in accordance with recently issued federal regulations that clarified the definition of MOE-eligible expenditures. The May Revision also reflects the impact of a projected 1.5 percent caseload growth and increased funding to provide expanded training to county staff using the Child Welfare Services/Case Management System. The May Revision also proposes to reappropriate the unexpended balance of the Specialized Training for Adoptive Parents program funding to continue support of that program.

Foster Care

Total program expenditures are below the level reflected in January by $15.5 million General Fund in the current year and by $28.7 million in the budget year. Total Foster Care caseload is projected at 89,300 children in 1998-99, and 88,300 children in 1999-00.

The May Revision reflects the usage of TANF in lieu of General Fund for Foster Care Emergency Assistance. The total cost decrease reflects a shift of approximately 6,000 children from more expensive group home placements to foster family home care. Other contributing factors include an increase in federally eligible expenditures and increased savings related to changes in Adoptions Initiative outcomes, an increased Family Preservation grant, and the implementation of the Supportive and Therapeutic Options Program.

Child Support Automation

A $24.3 million General Fund increase is proposed for 1998-99 to backfill the loss of federal funding that had been budgeted for child support automation. This amount includes $2.9 million for the Health and Welfare Agency Data Center and $21.4 million for costs incurred by the counties. Project funding for child support automation, independent of this fund shift, is proposed to decline from the Governor's Budget amount by $6.5 million ($2.0 million General Fund) for 1998-99 and increase by $22.5 million ($2.0 million General Fund) in 1999-00. The cumulative $89.9 million in federal penalties concerning child support automation now is projected to fall within 1999-00.

Supplemental Security Income/State Supplementary Payment (SSI/SSP) Program

The May Revision includes an additional $25.0 million General Fund to provide a 2.36 percent COLA for SSI/SSP recipients, based on the California Necessities Index and reflects total expenditures of $2.2 billion General Fund in 1998-99 and $2.5 billion General Fund in 1999-00. Caseload for the SSI/SSP Program is projected at 1,036,000 recipients in 1998-99, and 1,063,000 recipients in 1999-00.

Total program expenditures are below the level reflected in January by $11.5 million General Fund in the current year and above that level by $33.8 million in the budget year. Total program expenditures include costs for the Cash Assistance Program for Immigrants (CAPI). Higher than expected caseload for the CAPI will result in a $7.8 million General Fund increase in the current year and a $22.3 million increase in the budget year. Caseload for the CAPI is projected at 1,900 recipients in 1998-99, and 5,400 recipients in 1999-00.

In-Home Supportive Services (IHSS) Program

Expenditures for the IHSS program are above the level reflected in January by $3.1 million General Fund in the current year and below the Budget estimate by $31.9 million General Fund in the budget year. Caseload is projected to be 217,000 recipients in 1998-99 and 229,000 recipients in 1999-00.

Total program expenditures for 1999-00 include $18.8 million General Fund to implement the *Tyler v. Anderson* settlement which requires that payments be made to IHSS recipients formerly denied specified services. Other funding changes include $1.1 million General Fund for the state share-of-cost for public authority administrative expenditures, an increase of $56.4 million in federal Title XX funds to offset General Fund costs by the same amount, and projected 5.4 percent caseload growth compared to the 3.3 percent included in the Governor's Budget.

Adult Protective Services Program

The May Revision includes an increase of $11.3 million ($10.0 million General Fund) for the Adult Protective Services Program. Since 1997-98, funding provided through the County Services Block Grant for this program will have been augmented by $65.7 million ($45.3 million General Fund) bringing total estimated federal, state, and county spending to $92.5 million ($56.2 million General Fund). These augmentations will assist counties to enhance their programs to protect elderly and dependent adults who are victims of abuse, neglect, or exploitation. Services may include a 24-hour emergency response system, emergency shelter, in-home protective care, food, and transportation. Provisional language is proposed for counties to report program and cost data necessary to determine future program requirements.

FROM : Lawrence Wong FAX NO. : 415 928-3984 May. 18 1999 03:07AM P

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PUBLIC SAFETY

Department of Justice

1998-99	*No Change*
1999-00	*$6.4 million*

SKS Rifle Buy-Back Program

An increase of $1.2 million General Fund is included to implement an SKS rifle buy-back program pursuant to Chapter 909, Statutes of 1998.

Palm Print Automation

An increase of $3.5 million from the Fingerprint Fee Account is proposed to implement an automated palm print system which will enable the Department to conduct automated searches of the palm print database as an additional investigative tool, and to enhance the State's criminal history system.

Expansion of Charitable Trusts Section

An augmentation of $1.0 million General Fund is proposed to enhance the Department's ability to address workload in the Charitable Trusts Section, which is responsible for oversight and enforcement of over 80,000 California charities.

Staffing Increase for Antitrust Section

An additional $677,000 General Fund is included to ensure that the department has the resources necessary to address an increasing workload in the Antitrust Section, which is responsible for ensuring an open and competitive marketplace for the benefit of California's consumers and businesses.

Office of the Inspector General

1998-99	*No Change*
1999-00	*$3.6 million*

The Office of the Inspector General (OIG) was established in 1994 within the Youth and Adult Correctional Agency. However, Chapters 969 and 338, Statutes of 1998 changed and expanded the role of the Inspector General and re-established the office as an independent entity reporting directly to the Governor. The OIG reviews and conducts investigations to ensure integrity in investigations conducted by departments, boards, and authorities within the Youth and Adult Correctional Agency. The Inspector General also conducts audits of investigative practices as well as management audits of institution wardens and superintendents. In order to accomplish these objectives, an increase of $3.6 million is proposed to reflect revised workload estimates and increased executive, administrative, and support staffing.

Department of Corrections

Inmate/Parolee Population/Caseload Changes

1998-99	*-$23.0 million*
1999-00	*-$48.3 million*

Current Year

Based upon the Department of Corrections' (CDC) spring estimates, the May Revision reflects an estimated June 30, 1999 population of 161,840 inmates. This amount is 2,579 fewer inmates than projected in the 1999-00 Governor's Budget, and results in savings of approximately $16.0 million. The revised population estimate represents an increase of 3,633 inmates (2.3 percent) over the June 30, 1998 population level.

The projected June 30, 1999 parolee population is 114,255. This is a decrease of 319 parolees over the 1999-00 Governor's Budget. The revised population estimate and related program changes result in a net decrease of approximately $7.0 million. The revised population estimate represents an increase of 5,505 parolees (5.1 percent) over the June 30, 1998 level.

The net effect of the changes listed above is a General Fund savings of approximately $23.0 million.

Budget Year

The CDC's spring estimates reflect a June 30, 2000 population of 167,294 inmates, 3,611 inmates fewer than projected in the 1999-00 Governor's Budget. This decrease and related program changes result in savings of approximately $46.2 million. The revised inmate population estimate reflects an increase of 5,454 (3.4 percent) over the revised June 30, 1999 population estimate.

The spring population estimate for parolees as of June 30, 2000 is 118,091 which is 2,425 fewer parolees than projected in the 1999-00 Governor's Budget. This decrease and related-program changes result in net savings of approximately $2.1 million. The parolee population level projected for the budget year is an increase of 3,836 (3.4 percent) over the revised population estimate for June 30, 1999.

The net effect of the changes listed above is a General Fund savings of approximately $48.3 million.

Local Assistance

1998-99	*$24.6 million*
1999-00	*$11.1 million*

An augmentation of $24.6 million General Fund in the current year is proposed to allow CDC to reimburse counties for the costs of detaining parole violators in local jails pending parole revocation hearings. Additionally, an ongoing augmentation of $11.1 million General Fund is included in the budget year to address an anticipated increase in the level of local reimbursement claims.

Current Year and Budget Year Structural Adjustments

1998-99	*$70.8 million*
1999-00	*$77.0 million*

An augmentation in the amount of $70.8 million General Fund is included in the current year to cover an estimated state operations shortfall. This shortfall is primarily attributable to health care costs, increased staff costs as a result of filling additional positions and posts to enhance staff and inmate security and safety, driven in part by implementation of the Memorandum of Understanding (MOU), as well as increased costs of legal settlements and judgments ($1.6 million).

In the budget year, $77.0 million General Fund is likewise included for increased staffing costs related to program implementation of the MOU, the need for increased secruity, and increased costs ($13.3 million) for legal settlements and judgments.

Memorandum of Understanding Staffing Impact

1998-99	*No Change*
1999-00	*$2.3 million*

An increase of $2.3 million General Fund is proposed in 1999-00 to implement unanticipated costs associated with the training requirement under the provisions of the current (MOU) between the State and Bargaining Unit 6.

Expansion of the Cadet Academy and Other Training

1998-99	*No Change*
1999-00	*No Change*

The $5.0 million General Fund included in the Governor's Budget for the purpose of enhancing training at CDC will be used to increase training for correctional officer cadets from 6 weeks to 10 weeks. These funds will also be used to develop a training program for Sergeants and Lieutenants and, upon completion of the Department's Year 2000 remediation efforts, will introduce decision-making simulators and upgraded personal computers for the training program.

Enhanced Training for Armed Positions and Implementation of a Water Restraint System

1998-99	*No Change*
1999-00	*$6.9 million*

An additional $6.9 million General Fund in the budget year is proposed to provide additional training for all correctional officers assigned to armed posts, and to purchase 60 Water Restraint Systems to be installed in all Security Housing Units and Administrative Segregation Units.

Special Prosecution Support

1998-99	*No Change*
1999-00	*$.5 million*

An augmentation of $472,000 is proposed to create a Special Prosecution Support Unit within the Office of Internal Affairs (OIA) to address the needs of prosecutorial agencies in the investigation and prosecution of CDC staff who engage in criminal acts during the performance of their duties.

Deadly Force Investigation Team

1998-99	*No Change*
1999-00	*$.5 million*

An increase of $472,000 is proposed to create a Deadly Force Investigation Team within the Office of Internal Affairs to conduct investigations of the use of deadly force and officer involved shooting incidents by departmental employees.

Contract Medical Funding

1998-99	*No Change*
1999-00	*$27.4 million*

An augmentation of $27.4 million General Fund is proposed to address increasing medical costs for surgery, hospitalization, outpatient specialty services, laboratory services, and registry services. Additional funding for 1998-99 is included above under structural adjustments.

Medical and Psychiatric Supplies

1998-99	*No Change*
1999-00	*$19.5 million*

An increase of $19.5 million General Fund is proposed for increased costs for medical and psychiatric supplies (largely pharmaceuticals) to provide mandated medical treatment. These increased costs are largely attributed to increased utilization of new psychiatric medications to serve the growing mentally disordered inmate population and specialty medications for HIV infected inmates. Additional funding for 1998-99 is included above under structural adjustments.

Clark Interim Agreement and Stipulation

1998-99	*No Change*
1999-00	*$1.8 million*

CDC has entered into an interim agreement and stipulation with the plaintiffs in the *Clark, et al., v. The State of California* lawsuit regarding services for developmentally disabled inmates. The 1999-00 Governor's Budget included $5.5 million General Fund to meet the requirements of the interim

agreement. An additional $1.8 million General Fund is included in the May Revision for screening, security, clinical support, and law library assistance for those inmates identified as developmentally disabled.

Board of Corrections

Violent Offender Incarceration/Truth-in-Sentencing (VOI/TIS) Federal Fiscal Year (FFY) 1999 Grant Funds

1998-99	*No Change*
1999-00	*$75.0 million*

An augmentation of $75.0 million is proposed to reflect the FFY 1999 federal VOI/TIS Grant Program funds that the State anticipates receiving during the 1999-00 state fiscal year. These funds will be allocated by the Board of Corrections to local governments on a competitive basis to build or expand both adult and juvenile detention facilities, consistent with the provisions of Chapter 339, Statutes of 1998.

Department of the Youth Authority

Population Adjustments

General Fund

1998-99	*-$1.3 million*
1999-00	*-$2.4 million*

For 1998-99, the May Revision estimate for the year-end institution population is 7,630, a decrease of 95 from the projection included in the Governor's Budget. This population decrease results in a General Fund savings of $1.5 million. For parolees, the Youth Authority projects a year-end parole population of 5,205, or an increase of 105 from the projection included in the Governor's Budget, which results in an additional cost of $195,000, offsetting the savings noted above.

For 1999-00, the year-end institution population is projected to be 7,355, which is 155 fewer than anticipated in the Governor's Budget and results in a General Fund savings of $2.4 million. For parolees, the Youth Authority projects a year-end population of 5,125, or an increase of 65 from the projection included in the Governor's Budget. Due to a shift in the type of caseload supervised, this increase will result in minor additional costs.

Sliding Scale Reimbursements

1998-99	*$1.0 million*
1999-00	*$1.4 million*

The Youth Authority estimates reimbursements from local agencies which sent wards to the Youth Authority, totaling $47.6 million for the current year and $52.9 million for the budget year. These estimates are higher than the projections included in the Governor's Budget because more wards are projected to enter the Youth Authority under the terms of the "sliding scale". The net effect of these population changes is an increase of $1.0 million reimbursements in the current year and an increase of $1.4 million reimbursements in the budget year.

Heman G. Stark Intensive Treatment Program

1998-99	*No Change*
1999-00	*$1.1 million*

The Youth Authority currently operates five Intensive Treatment Programs (ITPs) in five institutions—Northern Reception Center, Southern Reception Center, N.A. Chaderjian, Ventura, and Preston—to provide psychological and psychiatric treatment services to the most seriously mentally disordered wards. To expand the mental health services, the Youth Authority proposes to convert an existing general population unit to a 46-bed ITP at the Heman G. Stark Youth Correctional Facility at a cost of $1.1 million General Fund.

Board of Prison Terms

Mentally Disordered Offenders

1998-99	*No Change*
1999-00	*$2.0 million*

In order to provide due process prior to requiring mental health treatment as a condition of parole, the Board of Prison Terms is required to conduct evaluations and provide hearings for prisoners who meet specified criteria. An increase of $2.0 million General Fund is included to conduct these hearings and evaluations.

Office of Criminal Justice Planning

1998-99	*No Change*
1999-00	*$68.2 million*

Elder Abuse Vertical Prosecution

An augmentation of $2.0 million General Fund is proposed to establish a statewide Elder Abuse Vertical Prosecution (EAVP) Program. These resources will be used to assist local district attorneys in prosecuting crimes against the elderly using the vertical prosecution method. Utilization of a federal Byrne Grant baseline augmentation of $259,000 is also proposed to provide two additional grants under the EAVP, and to establish one position to address workload increases in the Byrne Grant program.

Local Law Enforcement Grants

An augmentation of $61.0 million General Fund is proposed to provide one-time grants to local law enforcement agencies. These funds will be allocated according to criteria developed by OCJP to address the priority needs of local law enforcement agencies.

Drug Abuse Resistance Education Program

An increase of $1.0 million General Fund is proposed to expand the Drug Abuse Resistance Education (DARE) program that teaches school-age children about the dangers of drugs, as well as how to recognize and resist pressures to experiment with alcohol and drugs.

Rural Crime Prevention Program

An augmentation of $3.5 million General Fund is proposed to continue the Rural Crime Prevention Program (RCPP) in Fresno, Kern, Kings, Madera, and Tulare counties, and to expand the program to Merced, San Joaquin, and Stanislaus counties. The RCPP provides resources for specified counties to enhance the prosecution of rural crimes and increase prevention efforts in the San Joaquin Valley.

Central Valley Methamphetamine Task Force

$300,000 is proposed to provide administrative support for the coordination of methamphetamine abatement efforts in the Central Valley. These funds will provide administrative support to local agencies to assist them in accessing federal High Intensity Drug Trafficking Area (HIDTA) funds.

School Safety Task Force

An augmentation of $100,000 is proposed to establish a multi-disciplinary School Safety Task Force, to focus on ways to improve school safety in the aftermath of the Littleton, Colorado school shooting incident.

California Highway Patrol

1998-99	*No Change*
1999-00	*$0.4 million*

An augmentation of $423,000 is proposed to extend the El Protector Program, on a pilot basis, to additional communities with a high proportion of non-English speaking drivers. The program provides traffic safety education through non-English language media and by a variety of public presentations by bilingual CHP staff.

Judicial Branch

Judiciary

1998-99	*No Change*
1999-00	*$4.0 million*

Twelve New Justices for the Courts of Appeal. The May Revision proposes $3.0 million to provide quarter-year funding for 12 new justices for the Courts of Appeal, including staff, equipment, and salary and benefit costs. The annual cost in subsequent fiscal years would be approximately $12.0 million. Between 1992-93 and 1996-97, appellate case filings increased by 10 percent. Projecting appellate workload at the same average rate of growth through 1999-00 supports an additional 12 appellate justices.

Operating Expenses and Equipment for the Appellate Courts. The May Revision proposes $0.5 million for a permanent increase in operating expenses and equipment for the Supreme Court and the Courts of Appeal. This increase approximates $5,000 per appellate justice, and is to cover training, library costs, and other operational and equipment costs of those courts.

Centers for Complex Litigation. The May Revision proposes $0.3 million for the Administrative Office of the Courts (AOC) to support six Centers for Complex Litigation that will be established as pilot programs in five urban counties. The Centers are to provide prompt, cost-effective and fair disposition of complex business, tort and labor disputes. The AOC staff will provide coordination, and staff training, and will contract for an evaluation of the program. Full-year costs will be $0.6 million.

Alternative Dispute Resolution (ADR) Pilot Programs. The May Revision proposes $0.2 million for the AOC to administer four pilot programs for Alternative Dispute Resolution, two in rural areas and two in urban areas. These funds are to provide for coordination and staff training and to contract for an evaluation of the program. Full-year costs for the AOC will be $0.4 million.

Trial Courts

1998-99	*-$1.0 million*
1999-00	*$103.9 million*

County Trial Court Maintenance of Effort (MOE) Requirements. Chapter 1017, Statutes of 1998, provided approximately $96.5 million in relief to counties through Trial Court Funding. Chapter 1017 required that the State assume the court operation costs of 18 counties, in addition to the 20 smallest counties previously provided such financial relief, and provided a 10 percent reduction in MOE requirements for the remaining 20 counties.

The May Revision proposes $48.3 million to reverse an earlier proposal that would have reduced the Chapter 1017 county MOE relief by approximately 50 percent. A conforming, technical action is necessary to reduce Trial Court Funding by $2.5 million, because the counties which would now receive full MOE relief under the May Revision proposal will not be eligible for the mitigation relief provided in Chapter 1017.

Increase the Modernization Fund. The May Revision proposes that the Judicial Efficiency Administration and Modernization Fund be increased by $25.2 million. Initial-year funding will be used to provide technology remediation and support for the trial courts as follows:

★ $19.1 million to address Year 2000 corrections to trial court computer systems.

★ $4.0 million to provide for trial court perimeter security needs.

★ $0.9 million, half-year funding, to provide grants to trial courts for six Centers for Complex Litigation as pilot programs in five urban counties. These Centers are to provide prompt, cost-effective and fair disposition of complex business, tort, and labor disputes.

★ $1.2 million, half-year funding, to establish four pilot project programs for alternative dispute resolution, two in urban areas and two in rural areas. These programs could involve either arbitration or mediation.

Negotiated Salary Increases. The Governor's Budget included $20.0 million to address negotiated salary increases (NSIs) in the trial courts for 1999-00. Additionally, the May Revision proposes funding of $21.3 million in 1999-00 to address NSIs agreed upon by the trial courts and their respective counties in 1998-99.

Transition to Certified Court Reporters. The May Revision proposes $8.0 million to continue the replacement of electronic reporting units with certified court reporters. A 1996 appellate court ruling on this issue ordered the Judicial Council and the trial courts not to spend state funds on electronic recording. The total cost of this change is approximately $11.4 million. The AOC is diverting $3.4 million from the Trial Court Improvement Fund to offset a portion of this cost, leaving a remaining need of $8.0 million.

Twenty New Trial Court Judgeships. The May Revision proposes approximately $2.6 million to provide quarter-year funding for 20 new trial court judgeships. This cost is for the salary and benefits of the new judges and support staff and expenses directly related to creation of each new judgeship. The annualized cost of this proposal will be approximately $10.2 million in subsequent fiscal years.

Family Law Court Interpreters. The May Revision proposes the reappropriation of $1.0 million that was included in the Budget Act of 1998 for a pilot project assigning trial court interpreters to domestic violence and family law cases, as authorized by Chapter 981, Statutes of 1998. However, the funds cannot be encumbered by the trial courts in 1998-99, because Chapter 981 established July 1, 1999, as the implementation date.

Department of Transportation

1998-99	*No Change*
1999-00	*$529.9 million*

The adoption of the federal Transportation Equity Act of the 21st Century (TEA-21) and revisions to the 1998 State Transportation Improvement Program (STIP) Fund Estimate have provided an additional $1.76 billion for transportation projects in California beyond the $4.6 billion that was previously anticipated for the six-year plan. This provides a substantial challenge and opportunity to Caltrans and local transportation agencies to deliver such a large increase in projects in a timely manner. The following augmentations are proposed to provide resources to Caltrans to meet its project delivery responsibilities and assist local transportation agencies in completing local projects:

★ A net increase of $72.9 million from special funds and federal funds for Caltrans' capital outlay support and administrative support programs to deliver additional projects in the 1998 revised STIP.

★ An increase of $10.8 million from special funds and federal funds to handle the anticipated workload increase for state oversight and reporting on new local highway and mass transit projects and an augmentation of $302 million for subventions to local agencies for new transportation projects. This request reflects 1999-00 estimated expenditures for locally nominated STIP projects which are off the state highway system, as well as federal TEA-21 funds which flow through Caltrans' budget to local transportation agencies for local road projects which are not programmed through the STIP.

★ A total of $75 million in onetime funding from the General Fund for additional passenger carrying equipment for the State's three intercity rail lines, the Altamont Commuter Express and Bay Area ferry services (see Infrastructure section).

★ An augmentation of $22 million for intercity rail capital outlay. In addition, an increase of $1.1 million is proposed from the Public Transportation Account to fund cost increases for existing passenger service in the contract with Amtrak ($625,000) and to continue the 11th train initiated by Amtrak in the current year on the San Diego intercity rail corridor ($470,000).

★ An increase of $28.5 million in federal funds and special funds to support several longer-range transportation planning studies. Among the various projects, this request includes an increase of $1.3 million in federal funds to be matched by approximately $500,000 in funding from the Southern California Association of Governments for the High Speed Rail Authority to study the feasibility of magnetic levitation train service between Riverside County and the Los Angeles International Airport.

★ An increase of $2.3 million to expedite project delivery by providing Caltrans with the funds to contract for the exclusive use of staff resources in regulatory departments that perform mandatory reviews of compliance with environmental laws. The proposal will accelerate the environmental review process on transportation projects.

★ An increase of $11.6 million to provide training and technical assistance to local transportation agency staff in an effort to help local agencies deliver federally funded transportation projects faster.

★ An increase of $3 million in special funds for Caltrans to implement a pilot project to improve public awareness of highway work zone safety through (1) development of a multimedia campaign, and (2) by re-engineering the process by which the public is notified of road closures or delays due to work.

Resources & the Environment

Department of Forestry and Fire Protection

Trees for the Millennium

1998-99	*No Change*
1999-00	*$2.1 million*

In announcing the "Trees for the Millennium" Initiative, the Governor said that "Urban forests lead to better air quality, cleaner waterways, and more wildlife." To implement this initiative, $2.1 million is proposed for a matching grant program available to schools, cities, and other public entities to encourage the planting of trees in urban settings throughout the State.

Watershed and Salmon Restoration Strategy

1998-99	*No Change*
1999-00	*$2.6 million*

Funding is provided for an initiative to improve assessment and planning efforts in coastal watersheds by integrating the activities of different state agencies, assisting local governments with watershed restoration efforts, and working with regional stakeholder groups. The goal of the initiative is to restore coastal salmon and steelhead trout in California and to take a proactive approach to mitigate the need for further listing of endangered species in Southern California watersheds.

Department of Fish and Game

Ocean Waters Management Program

1998-99	*No Change*
1999-00	*$2.2 million*

The May Revision includes funding to begin implementation of the Marine Life Management Act, created by Chapter 1052, Statutes of 1998. The Act seeks to manage the State's sport and commercial marine resources through fishery management plans.

California Coastal Commission

Coastal Public Access

1998-99	*No Change*
1999-00	*$0.1 million*

The May Revision includes $80,000 to the Commission to process offers-to-dedicate public access easements before the terms of the easements expire, thereby providing opportunities to secure access to the coast before they are lost.

Local Coastal Program (LCP) Completion

1998-99	*No Change*
1999-00	*$0.2 million*

The Commission's 1999-00 January 10 Budget provides $500,000 for grants to help local entities complete their LCPs. To administer the Commission's grant program and provide technical assistance to grant recipients in preparing certifiable LCPs, the May Revision provides $240,000 to the Commission.

State Coastal Conservancy

Southern California Wetlands Clearinghouse Program

1998-99	*No Change*
1999-00	*$5.7 million*

This program is designed to restore the remaining 41 coastal wetlands in Southern California through a cooperative effort between state, federal, and local public entities. Private nonprofit agencies also contribute to purchases and restoration through this program. The May Revision proposes $5.7 million, the same amount as budgeted in 1998-99, to continue this grant program.

Department of Water Resources

Integrated Storage Investigations

1998-00	*No Change*
1999-00	*$10.0 million*

The May Revision includes $10 million to study the feasibility of integrated water storage projects north of the Sacramento-San Joaquin Delta and to begin the CalFed integrated storage investigations. Of this amount, $4.5 million would be used to complete the investigation of the Sites Reservoir, with the remaining amount to be used to develop an overall water storage strategy for the State.

Local Flood Control Subventions Program

1998-99	*No Change*
1999-00	*$44.0 million*

Existing law provides for cost sharing between state and local entities of the nonfederal share of federally authorized local agency flood control projects, which are also state authorized. An augmentation of $44 million in onetime funds is proposed to fund a portion of the State's share of costs. Legislation will also be proposed to clarify the State's liability for flood control projects that have already been authorized by the State.

Safety of Dams Program

1998-99	*No Change*
1999-00	*$0.5 million*

To ensure the safety of dams, the Department proposes $483,000 to meet workload needs as a result of inspection backlogs, and growth in the number of new dams and dams for which responsibility has been shifted to the Department.

Resources Agency and CalEPA

Increase Enforcement of Timber Harvesting Operations in the North Coast

1998-99	*No Change*
1999-00	*$7.6 million*

With the signing of the Headwaters agreement, the Governor directed the Secretary for Resources to increase enforcement of timber harvesting activities in the North Coast. Under the direction of the Resources Agency, the four departments involved with oversight of timber harvest plan operations have jointly developed a $7.6 million proposal that would increase enforcement of the State's laws that impact timber harvesting in the North Coast. The proposed resources will also provide oversight of the Pacific Lumber Company habitat conservation plan agreement and sustained yield plans.

California Environmental Protection Agency

ISO 14000 Pilot Project

1998-99	*No Change*
1999-00	*$0.7 million*

ISO 14000 is a set of voluntary standards and guidelines to help businesses and organizations incorporate sound environmental management systems into their operations. The May Revision proposes $654,000 General Fund for the Secretary for Environmental Protection and various boards and departments within the California Environmental Protection Agency to implement pilot programs to determine if ISO 14000 improves environmental performance at a lower cost than existing regulations.

Air Resources Board

Fuel Cell Demonstration Program

1998-99	*No Change*
1999-00	*$2.7 million*

Fuel cells are devices that produce electricity from hydrogen and oxygen without harmful emissions. The May Revision proposes $2.7 million Petroleum Violation Escrow Account to promote this promising emission reduction technology. The Air Resources Board will assist local transit agencies to purchase buses powered by fuel cells.

Air Resources Board/Office of Environmental Health Hazard Assessment (OEHHA)

Evaluation of Environmental Risks to Children

1998-99	*No Change*
1999-00	*$2.7 million*

Because of their physiological characteristics, children and infants are more susceptible to air pollutants than the general population. The May Revision proposes $468,000 General Fund for OEHHA to study existing risk assessment methods to ensure that they adequately protect children and infants from air pollutants, and $2.2 million General Fund for the Air Resources Board to conduct an in-depth evaluation of school children in the Fresno area to determine how specific air pollutants affect asthma.

California Integrated Waste Management Board

Tire Remediation and Abatement Program

1998-99	*No Change*
1999-00	*$5.0 million*

A recent executive order directed the California Integrated Waste Management Board to maximize the use of reserves in the California Tire Recycling Management Fund to clean up waste tire stockpiles and take enforcement actions against illegal stockpiling of waste tires. The May Revision proposes $5.0 million California Tire Recycling Management Fund to implement this executive order and stimulate markets for waste tire reuse.

State Water Resources Control Board/ Department of Pesticide Regulation

Total Maximum Daily Load Development

1998-99	*No Change*
1999-00	*$6.0 million*

The Governor's Budget proposed $6.0 million federal funds for the State Water Resources Control Board to develop numeric pollutant limits or Total Maximum Daily Loads (TMDLs) for seriously impaired water bodies. The May Revision proposes an additional $3.9 million General Fund for the Board because court orders have accelerated the deadlines for TMDL development. In addition, $639,000 General Fund and $1.5 million Pesticide Regulation Fund are proposed for the Department of Pesticide Regulation to assist in developing TMDLs for pesticide-related pollutants.

State Water Resources Control Board/Office of Environmental Health Hazard Assessment (OEHHA)

Methyl Tertiary Butyl Ether (MTBE)

1998-99	*No Change*
1999-00	*$2.8 million*

A recent executive order required the State Water Resources Control Board and OEHHA to perform various activities associated with the phaseout of MTBE, a fuel additive which presents significant environmental risks from surface and groundwater contamination. The May Revision proposes $707,000 General Fund, $1.0 million Underground Storage Tank Fund, and $252,000 Harbors and Watercraft Revolving Fund for the Water Board and $841,000 General Fund for OEHHA to implement the MTBE executive order.

Petroleum Violation Escrow Account (PVEA)

General Fund Repayment to PVEA

1998-99	*No Change*
1999-00	*$27.0 million*

In September 1996, the Department of Finance conducted a financial audit of the PVEA and found that interest had not been properly accrued to the account. As a result, the General Fund owes the PVEA $31 million by June 30, 1999. Because $4 million General Fund was already included in the January 10 Budget, $27 million General Fund would be necessary to fully repay the PVEA. The May Revision proposes to complete that repayment obligation. Concurrently, the Administration proposes

to spend this funding for various transportation efficiency and energy savings projects administered by the California Energy Commission ($6.5 million), the Air Resources Board ($2.7 million), the Department of Community Services and Development ($10.8 million) and the California Community Colleges ($10.0 million).

Tidelands Oil Revenues

Tidelands Oil Revenues Program Reforms

1998-99	*No Change*
1999-00	*$11.5 million*

Because of late receipt of cash into the fund, significant revenue declines, and an unpredictable revenue stream, all of which put long-term programs dependent on tidelands oil revenues in serious jeopardy on an annual basis, it is proposed that all tidelands oil revenues be deposited in the General Fund, and that those programs that were intended to be funded from tidelands oil revenues in the 1999-00 Budget now be funded directly from the General Fund. This proposal would provide to the following departments funding that would otherwise not be available from tidelands oil revenues: (1) Department of Housing and Community Development—Emergency Housing Assistance ($1.3 million); and (2) Department of Fish and Game—Marine Life and Marine Reserve Account ($2.2 million) and Salmon and Steelhead Restoration Grants ($8.0 million). Conforming legislation will be proposed to implement the reforms to the tidelands oil revenues program.

General Government

Department of Veterans Affairs

1998-99	*No Change*
1999-00	*$2.0 million*

The May Revision continues the Administration's commitment to veterans by enhancing the services provided to residents of the California Veterans Homes.

★ An augmentation of $355,000 is provided to convert a Barstow Home domiciliary unit into a Residential Care Facility for the Elderly (RCFE). This will provide a new level of care not previously available at the Barstow Home for residents who need a higher level of care and assistance than offered at the domiciliary level.

★ An increase of $518,000 is included to fully staff the existing Yountville RCFE so that the services of this facility can be expanded to meet the needs of Yountville Home residents.

★ An augmentation of $1.1 million General Fund is provided to establish the Therapeutic Residential Helper Programs at Yountville and Barstow. These Programs will provide Home residents with the opportunity to participate in a therapeutic employment program which will enhance the quality of life for the member participants, as well as provide the Home and its residents with services and activities that may not otherwise be provided. This augmentation will also allow the Program to meet the requirements of the Federal Fair Labor Standards Act.

★ For the Chula Vista Home, 8.5 positions to perform various pre-activation duties to ensure the successful opening of this Home are proposed. Savings related to revised occupancy rates allow for the funding of these onetime positions.

Department of Industrial Relations

1998-99	*No Change*
1999-00	*$4.4 million*

Division of Occupational Safety and Health Inspectors

An augmentation of $2.9 ($1.2 million General Fund, $537,000 Federal Fund, and $1.2 million Special Fund) and 52.5 positions is proposed in order to perform additional Cal-OSHA safety inspections to protect both workers and the public in California.

Workers' Compensation Insurance Audits and Civil Penalties

$718,000 ($574,000 General Fund and $144,000 Workers' Compensation Administration Revolving Fund) and 9.0 positions is proposed for the Audit Unit of the Division of Workers' Compensation to increase the number of audits conducted on workers' compensation insurance claims, and to increase the number of civil penalties assessed against workers' compensation insurers or employers who fail to handle claims in the manner prescribed by statute and regulation.

Division of Workers' Compensation Claims Adjudication Workload

$1.1 million ($877,000 General Fund and $219,000 Workers' Compensation Administration Revolving Fund) is included to fund 13.0 positions on a two-year limited term basis in order to continue to address backlogs in the time between the filing of a workers' compensation claim and settlement conferences and hearings.

Industrial Welfare Commission

An additional $227,000 General Fund is proposed to fund the first of two years of onetime costs incurred by the Industrial Welfare Commission to develop Wage Orders to reform overtime policy and reestablish the eight-hour workday standard.

Division of Labor Standards Enforcement (DLSE) Administrative Hearings

$438,000 General Fund and 4.5 positions is included for the DLSE to provide administrative hearings for contractors and subcontractors to contest Notices to Withhold (Notice) issued on public works contracts. Notices are DLSE's primary enforcement tool to ensure payment of the prevailing wage.

Uninsured Employers' Fund Legal Unit Staffing

A $2.0 million reduction in the General Fund contribution to the Uninsured Employers' Fund (UEF) program, offset by a $1.0 million augmentation from the UEF, is proposed on a two-year limited term basis to reflect decreased claims payments and anticipated increased UEF recoveries. This proposal also includes the permanent continuation of a successful pilot project by establishing 3.0 positions (funded by a redirection of $261,000 UEF) to preserve the UEF's rights to collect revenues in state and federal court cases involving workers' compensation insurance, employee leasing, and bankruptcy.

Department of Insurance (DOI)

Holocaust Victims and Unpaid Insurance Claims

1998-99	*No Change*
1999-00	*$4.7 million*

The Administration is committed to do everything possible to seek justice for Holocaust victims, survivors, and their families. A number of insurance companies which sold insurance policies in Europe during the time of the Holocaust now have operations in California. However, many of these companies have not provided the victims of the Holocaust proper restitution for prior insurance claims.

To ensure that beneficiaries of insurance policies of Holocaust victims are appropriately compensated by insurers, the May Revision proposes $4.7 million Insurance Fund, as well as a redirection of $348,000 Insurance Fund from within the DOI's existing budget, and the reappropriation of any unexpended balance from the $4.0 million appropriated by Chapter 963, Statutes of 1998, for the DOI to continue investigating and resolving insurance claims resulting from the Holocaust.

The Administration also proposes establishing an Oversight Committee to review and make recommendations on the allocation of funds being used by the DOI to research Holocaust era insurance claims. The Oversight Committee will ensure that the resources provided to the DOI will be used in the most effective manner possible and that any settlement is equitable for the victims and beneficiaries.

Department of Information Technology

1998-99	*No Change*
1999-00	*$19.5 million*

The May Revision includes an increase of $19.5 million General Fund for technology enhancement and support services, and for addressing Year 2000 issues. This amount includes the following adjustments:

★ An increase of $17.5 million is included to establish an Events Management Center, to serve as a control and testing facility for Year 2000 readiness of mission-critical mainframe computer systems currently housed at the Teale Data Center and the Health and Welfare Data Center.

★ The creation of 16.0 positions is proposed through a redirection of existing contract consulting funds to establish a Year 2000 Project Office to oversee the Year 2000 remediation activities.

★ An augmentation of $1.3 million is also included to establish 9.0 Agency Information Officer positions, which will be responsible for coordinating information technology throughout state agencies and departments.

Board of Control

Victim Services and Restitution

1998-99	*No Change*
1999-00	*$1.3 million*

The May Revision includes a $1,332,000 Restitution Fund augmentation for the Board of Control (BOC) to support the establishment of a statewide comprehensive restitution program incorporating activities at both the state and local level. Included in this proposal is $358,000 to fund 6.0 positions at the Department of Corrections and $195,000 to fund 3.0 positions at the Department of the Youth Authority to expand their collection efforts. The balance of the funding will provide 12.0 additional

positions at the BOC to support collection efforts and expand its Criminal Restitution Compact program with local District Attorneys from 19 to 26 counties. Additional funding for the Franchise Tax Board activities will be funded by the existing collections assessment of 15 percent.

Office of Emergency Services (OES)

1998-99	*$5.3 million*
1999-00	*$9.6 million*

The following General Fund increases are included in 1998-99 and 1999-00 to provide OES with the resources necessary to prepare for potential Year 2000 emergency situations.

★ An additional $2.4 million in 1998-99 and $7.1 million in 1999-00 is proposed for inspection of businesses which handle hazardous materials. The purpose of the inspections is to protect Californians from the accidental release of hazardous substances caused by computer malfunctions.

★ An augmentation of $2.4 million in 1998-99 and $2.5 million in 1999-00 is proposed to enhance the capability and reliability of OES' satellite communications system (OASIS) which provides a backup method of communication between local emergency response agencies and OES in case of failure of the public phone system.

★ An increase of $489,000 is proposed in 1998-99 for radio communications equipment which will replace older equipment, thereby providing a more reliable means of communication in emergency response situations and backup in case of failure of the OASIS system.

Department of General Services

Janitorial Services

1998-99	*No change*
1999-00	*$1.5 million*

The May Revision includes a net increase of $1,471,000 Service Revolving Fund to cover the costs associated with the conversion of janitorial services, in buildings for which the Department of General Services (DGS) provides janitorial services, to permanent full-time civil service personnel. Currently, DGS provides these services by contracting with the private sector or by utilizing permanent intermittent staff who are not paid benefits. The estimated increase in building rents to clients in these buildings is approximately $4.0 million annually.

Department of Food and Agriculture

Red Imported Fire Ants

1998-99	*$6.9 million*
1999-00	*$8.8 million*

In March 1999, the Department received approval for a deficiency authorization in the amount of $6.9 million General Fund to determine the extent of, as well as to eradicate, several pest infestations. This amount includes $3.1 million for activities related to Red Imported Fire Ants (RIFA). The May Revision proposes an additional $8.8 million as the first of five years' funding to deal with the RIFA problem through public outreach, pest detection/eradication, and quarantine programs.

Secretary of State

Bipartisan Commission on Political Reform

1998-99	*No Change*
1999-00	*$0.2 million*

The Bipartisan Commission on Political Reform was established pursuant to Chapter 1080, Statutes of 1998, to investigate and assess the effect of the Political Reform Act of 1974 on various specified aspects of politics and report its findings and recommendations to the Legislature. The May Revision reflects a onetime General Fund increase of $155,000 which, combined with the $55,000 already included in the Governor's Budget, will allow the Commission to accomplish its purpose.

Trade and Commerce Agency

1998-99	*No Change*
1999-00	*$3.8 million*

Other funding to enhance the state's economic health includes: 1) $1.6 million to match a $2.0 million federal grant and $1.6 million in local funds to provide Year 2000 assistance for small to medium-sized manufacturers, (2) an increase of $2 million for the California Technology Investment Program which matches federal and private sector funds for development of new products, (3) $238,000 to support CinemaScout, a web-enabled digitized image database to assist in scouting for film locations within California, and (4) $200,000 to fund the activities of the California Economic Strategy Panel, which is charged with producing an economic development strategic plan for the state every other year.

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Statewide Issues

The Year 2000 Challenge for California

1998-99	*$35.0 million*
1999-00	*$44.3 million*

Current Year

The May Revision proposes to augment the current year appropriation by $35 million General Fund. These funds will be available for allocation as needed for century change.

Budget Year

The May Revision includes $64.3 million ($44.3 million General Fund) to be allocated by the Department of Finance in support of century change activities. Of this amount, $14.3 million General Fund will be made available to the Department of Information Technology to fund the Year 2000 oversight activities started in 1998-99. It is again proposed that the Director of Finance have authority to authorize expenditures in excess of the amount appropriated in the Item.

The May Revision also proposes to add Control Section 11.10 which places restrictions on departments commencing new information technology projects pending the Department of Information Technology's completion of an independent Year 2000 Detailed Department Assessment of the departments' Year 2000 readiness.

Employee Compensation

1998-99	*$24.1 million*
1999-00	*Set Aside*

In 1998-99, the Administration successfully negotiated agreements with the 16 state employee bargaining units which did not have contracts as of January 1999. These contracts generally provide a 5.5 percent salary increase effective April 1, 1999. These salary increases will result in 1998-99 costs of $28.4 million General Fund and $113.6 million General Fund annually thereafter.

Employee compensation continues to be a priority of the Administration and negotiations currently are underway with all 21 bargaining units for contracts which would be effective July 1, 1999. A reserve of $300 million General Fund is set aside for employee compensation and litigation settlements.

State Retirement Contributions

1998-99	*No Change*
1999-00	*-$121.8 million*

The May revision reflects a General Fund decrease from the Governor's Budget of $121.8 million in 1999-00:

State Teachers' Retirement System (STRS). General Fund contributions to STRS for retirement benefits will increase by $2.8 million in 1999-00 (from $933.7 million to $936.5 million). This is due to a higher-than predicted increase in actual teacher payroll which is the basis for the statutory formula.

Judges Retirement System (JRS). General Fund contributions to JRS II will increase by $0.2 million in 1999-00 due to the addition of 12 Appellate and 20 Superior Court judges.

Public Employees' Retirement System (CalPERS). Due to favorable economic factors and revised economic assumptions adopted by CalPERS in March 1998, CalPERS' June 30, 1998, actuarial valuation of the retirement system shows the State's 1999-00 obligation for retirement contributions is estimated to decrease by $166.4 million General Fund ($302.5 million total funds) from the Governor's Budget. As the General Fund payment to CalPERS is made on a quarterly basis, one quarter in arrears, only three quarters or $124.8 million General Fund ($260.9 million total funds) of the full year General Fund savings will be realized in 1999-00.

Mandate Appropriations for Local Governments

1998-99	*No Change*
1999-00	*$97.2*

The State Controller's Office has reported that the claims they received from local governments (cities, counties, special districts) for reimbursement of state-mandated local costs exceeded the appropriations by $36.7 million. In addition, in the last twelve months the Commission on State Mandates has determined that three additional statutes which affect these local governments qualify for reimbursement as state mandates and has approved $54.8 million for that purpose. Finally, because the enactment of the 1998 Budget Act was some 40 days after July 1, the mandates proposed for suspension in that Act for the entire fiscal year were instead in effect during that period. The estimated cost of reimbursing local governments for costs incurred in that 40-day period is $5.0 million.

The May Revision proposes the creation of a set aside in the aggregate of these amounts, or $96.5 million plus $0.7 million for interest accruing from April 1, 1999 through June 30, 1999. The 1999 mandates claims bill (AB 1110) will be the funding mechanism for these appropriations. Information regarding mandate appropriations for school districts can be found in the "Education" section of this report.

General Obligation Bonds & Commercial Paper Debt Service

1998-99	*-$34.2 million*
1999-00	*-$29.6 million*

The Governor's Budget anticipated current year General Obligation (G.O.) bond debt service expenditures of approximately $1.9 billion, and budget year expenditures of approximately $2.1 billion.

Due to lower-than-expected bond sales in the Spring of 1999, lower interest rates for the actual sales, and less Commercial Paper being issued due to lower cash flow needs, there will be savings of $34.2 million in the current year and $29.6 million in the budget year. The combined General Fund savings will be $63.8 million.

Payment Of Interest On General Fund Loans

1998-99	*-$19.2 million*
1999-00	*-$10.1 million*

For 1998-99, the Governor's Budget anticipated the internal borrowing interest cost to be $20.0 million General Fund. This interest cost is now estimated to be approximately $10.0 million, or a savings of $10.0 million. This is based on actual disbursements of $6.2 million through April 28th and anticipated costs through the end of the fiscal year. The external borrowing interest cost was anticipated at $51.0 million General Fund. Since the Revenue Anticipation Notes (RANs) were sold at a premium, the net cost was reduced by $9.2 million to $41.8 million. The total 1998-99 General Fund savings will be $19.2 million.

For 1999-00, the May Revision estimates are preliminary because the cash flow projection process cannot be completed in time for the May 14 statutory deadline. The updated cash flow and related interest cost will be available several days after the formal release of the May Revision.

In the Governor's Budget, the 1999-00 interest cost on internal borrowing was anticipated to be $35.0 million General Fund. This cost is now anticipated to be approximately $34.1 million, or a savings of $0.9 million. For external borrowing, the Governor's Budget estimated the sale of RANs in the amount of $2.5 billion with an interest rate of four percent for 12 months for a total cost of $100.9 million General Fund. We are now estimating a savings of $9.2 million to reflect the interest cost for only 11 months for which the RANs are projected to be outstanding. The total 1999-00 General Fund savings will be $10.1 million. Again, the 1999-00 RANs' sizing is based on the Governor's Budget cash flow projection. Final determination of the RANs' size will be based on the cash flow projection at Budget enactment, rather than the May Revision or the Governor's Budget.

1999-00 State Appropriations Limit Calculation

Pursuant to Article XIIIB of the California Constitution, the 1999-00 State Appropriations Limit (SAL) is estimated to be at $50.687 billion. The revised limit is the result of applying the growth factor of 6.34 percent. The revised 1999-00 limit is $635 million above the $50.052 billion estimated in January. This increase is due to changes in the following factors:

	January Percentage	May Revision Percentage
Per Capita Personal Income	3.39	4.53
State Civilian Population	1.73	1.66
K-14 Average Daily Attendance	1.56	1.82

The SAL for 1998-99 does not change since it was statutorily determined by Section 12.00 of the 1998 Budget Act.

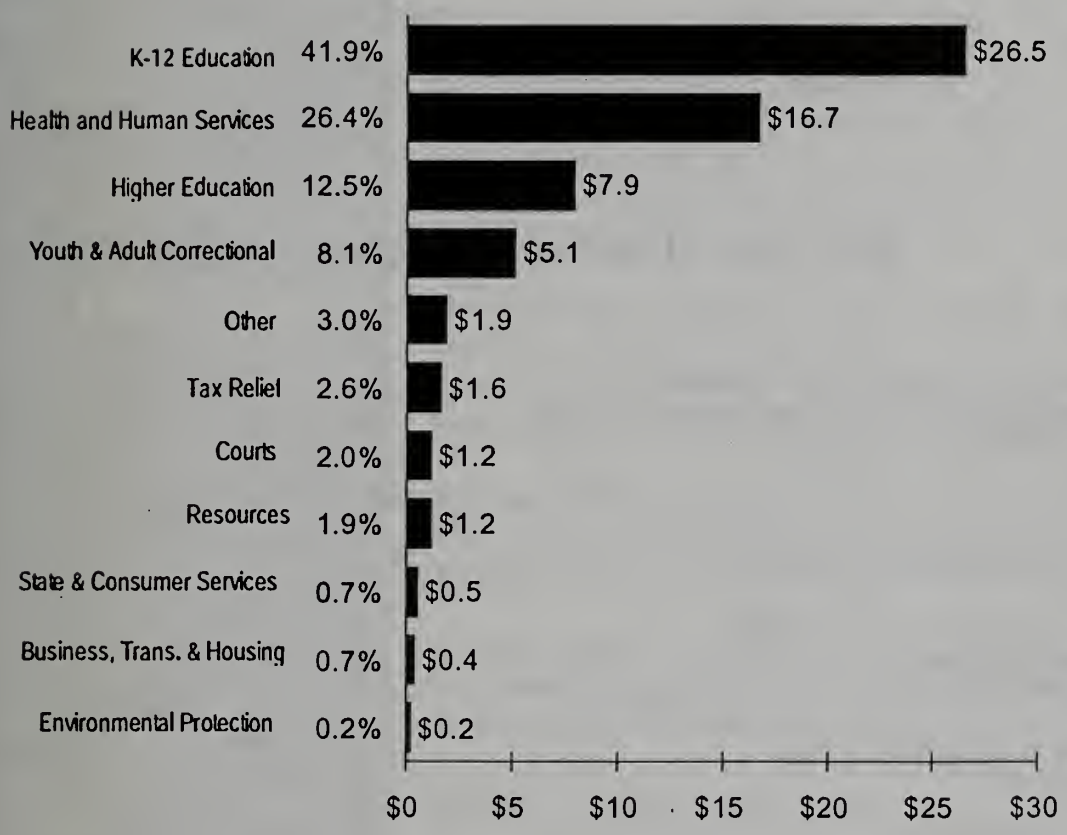
1999-00 General Fund Budget Summary
(Dollars in Millions)

	1998-99	1999-00
Prior Year Balance	$3,065	$2,361
Revenues and Transfers	$57,927	$62,985
Total Resources Available	**$60,992**	**$65,346**
Expenditures	$58,631	$63,223
Fund Balance	**$2,361**	**$2,123**
Budget Reserves:		
Reserve for Liquidation of Encumbrances	$480	$480
Special Fund for Economic Uncertainties	1,881	985
Set Asides:		
VLF Reduction in 2000-01	–	248
Employee Compensation and Litigation	–	300
Health and In-Home Services	–	110

General Fund Expenditures by Agency
(Dollars in Millions)

	1998-99	1999-00
Legislative, Judicial, Executive	$1,892	$2,176
State and Consumer Services	448	454
Business, Transportation & Housing	298	441
Trade and Commerce	109	479
Resources	1,224	1,186
Environmental Protection	177	156
Health and Human Services	16,332	16,710
Youth and Adult Correctional	4,552	5,088
K-12 Education	23,807	26,462
Higher Education	7,428	7,877
General Government	2,364	2,194
Total	**$58,631**	**$63,223**

1999-00 General Fund Expenditures
(Dollars in Billions)



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:PARED BY DEPARTMENT OF FINANCE

An LAO Report

Overview of the 1999-00 May Revision

The Governor's Plan

Major Two-Year Increase in Revenues. Reflecting a stronger economic outlook and much higher-than-expected collections this spring, the May Revision shows increased revenues of $1.6 billion in 1998-99 and $2.7 billion in 1999-00, for a two-year increase of $4.3 billion.

Revised Proposals. Major spending increases are proposed for K-12 education and infrastructure. In other areas, the May Revision restores cuts that had been proposed in January, and funds various increased costs and program augmentations. It also includes set-asides for employee compensation, litigation, health care costs, and a potential further reduction in the vehicle license fee in 2000-01.

LAO Findings

Revised Plan Has Many Positive Features. These include major funding for infrastructure and deferred maintenance, restoration of commitments to local governments made last year, a general emphasis on one-time obligations, and an increase in the reserve.

Revenue Estimates Slightly Conservative. Our own updated forecasts for the current year and budget year are higher than the administration's estimates by a combined total of $360 million.

Budget Still Vulnerable to Threats. Although the May Revision fully funds caseloads and most other anticipated costs, it remains vulnerable to budget threats–particularly relating to federal funds.

Important Policy Issues Remain. In reviewing the proposal, the Legislature may wish to consider changes in at least two key areas:

- ***State Control Versus Local Discretion.*** In both his K-12 education and local government funding proposals, the Governor relies on a centralized approach. In both of these areas, the Legislature may wish to consider more decentralized approaches which recognize differing local needs.
- ***Pay-As-You-Go Infrastructure.*** The majority of funds targeted by the Governor for infrastructure projects will not be needed in 1999-00 for the purposes specified. Given this, and the vast number of infrastructure needs, the Legislature may wish to begin an ongoing commitment to a pay-as-you-go infrastructure program.

Elizabeth G. Hill
Legislative Analyst

May 17, 1999

INTRODUCTION

The May Revision shows a major improvement in the General Fund revenue outlook, reflecting recent positive economic developments and much stronger-than-projected revenue receipts this spring. The budget's updated revenue forecast anticipates a $1.6 billion increase in General Fund receipts in the current year, and an additional $2.7 billion increase in 1999-00, for a two-year gain of $4.3 billion.

As indicated in Figure 1, the Governor's proposals for these new funds are focused in several key areas:

- ***Proposition 98.*** About $1 billion from the General Fund ($1.2 billion from all funds) is proposed for Proposition 98 education spending to cover costs associated with increased average daily attendance (ADA), as well as various initiatives for new textbooks, school safety, teacher bonuses, and deferred maintenance of school facilities.

- ***Infrastructure.*** About $1 billion is proposed for one-time infrastructure spending, including funds for a new prison, further capitalizing the infrastructure bank, transportation, and deferred maintenance for parks.

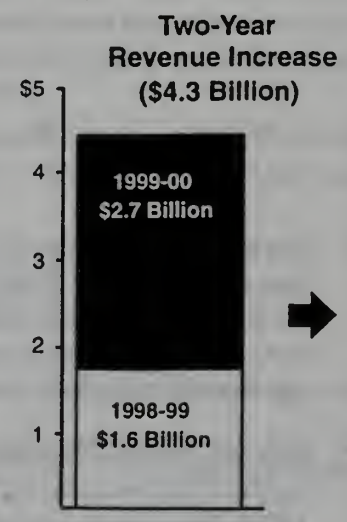
- ***Other Program Costs.*** Roughly $1 billion is proposed in other spending, about evenly split between (1) covering additional costs for Medi-Cal, corrections, and local mandates; and (2) restoring and augmenting programs in the areas of trial courts, local flood relief, and higher education.

- ***Set-Asides.*** Approximately $650 million is set-aside for employee compensation,

Figure 1

How the Governor Proposes To Allocate Additional Revenues

General Fund (In Billions)



Uses of Additional Revenues	
Proposition 98	$1.0
Infrastructure	1.0
Program restorations, augmentations, and cost increases	1.0
Set-asides	0.7
Increased reserve	0.6
Total	**$4.3**

Figure 2

1999 May Revision General Fund Condition

1998-99 and 1999-00 (Dollars in Millions)

	1998-99	1999-00	Percent Change
Prior-year fund balance	$3,065	$2,361	
Revenues and transfers	57,927	62,985	8.7%
Total resources available	$60,992	$65,346	
Expenditures	$58,631	$63,223	7.8%
Ending fund balance	$2,361	$2,123	
Other obligations	$480	$480	
Set-asides[a]	—	658	
Reserve	**$1,881**	**$985**	

Detail may not total due to rounding.

[a] Set-asides consist of $300 million for employee compensation and litigation, $248 million for potential vehicle license fee reduction, and $110 million for health and in-home services.

litigation, various health proposals, and the potential trigger of an additional vehicle license fee (VLF) tax reduction in 2000-01.

- ***Budgetary Reserve.*** Approximately $600 million is proposed to be added to the 1999-00 year-end budget reserve (up from slightly over $400 million in the January budget to slightly under $1 billion in the current proposal).

Budget Emphasizes One-Time Commitments

A key issue affecting California's longer-term fiscal outlook is the balance between one-time and ongoing budgetary commitments made in the 1999-00 budget. In general, the greater the emphasis is on one-time commitments in the budget year, the less committed the state's resources will be in the future. This, in turn, will afford the Legislature and Governor greater flexibility in subsequent years to deal with such developments as unanticipated revenue shortfalls, adverse court decisions, unforseen spending requirements, and other such factors.

The administration has proposed to allocate about one-half of the new resources to one-time proposals, including infrastructure spending and an increase in the budgetary reserve. The remaining one-half is for ongoing commitments, primarily in the areas of education, trial court funding, Medi-Cal, and social services.

While the May Revision proposals raise a number of issues regarding the specific uses of the new resources, we believe that, in general, the emphasis on one-time spending is appropriate—especially in view of the uncertainties involving the future path of the financial markets, the economy, and therefore, state revenues.

General Fund Condition—$1 Billion Reserve

Figure 2 shows the May Revision's estimates of revenues, expenditures, and year-end reserves for

1998-99 and 1999-00. It shows that revenues are projected to increase by 8.7 percent between the current year and budget year, while expenditures would grow by 7.8 percent. Under the plan, the ending General Fund balance in 1999-00 would be $2.1 billion. However, this amount includes $1.1 billion in obligated encumbrances and various "set-asides." After adjusting for these, the 1999-00 year-end unobligated budgetary reserve would be $985 million. This new reserve estimate is up by $570 million from the January proposal of $415 million.

Set-Asides

As noted above, in addition to the unobligated budgetary reserve, the budget includes various set-asides. These total $658 million, and include (1) $300 million to cover the potential costs of future state employee compensation increases and litigation settlements, (2) $248 million to cover the 2000-01 costs associated with the additional VLF rate reductions that, under the terms of last year's legislation, will occur if revenues exceed a specified amount in 2000-01, and (3) $110 million to cover an expansion of the Healthy Families Program, rate increases for Medi-Cal managed care providers, and funding increases for a variety of other purposes. With regard to the VLF set-aside, a VLF rate reduction from the existing 25 percent to 35 percent would be triggered in 2000-01 if revenues in that year increased by slightly over 4 percent from the administration's and Legislative Analyst's Office (LAO's) 1999-00 revenue projections.

Budget Threats

The May Revision is generally a realistic budget, in that it fully budgets for caseloads and other cost factors. However, while less vulnerable to shortfalls than the January plan, the updated proposal continues to face threats relating to lower-than-expected receipts of new federal funds, increased fire suppression costs, and local property tax reimbursements. These threats could result in over $400 million in additional expenditures in the budget year.

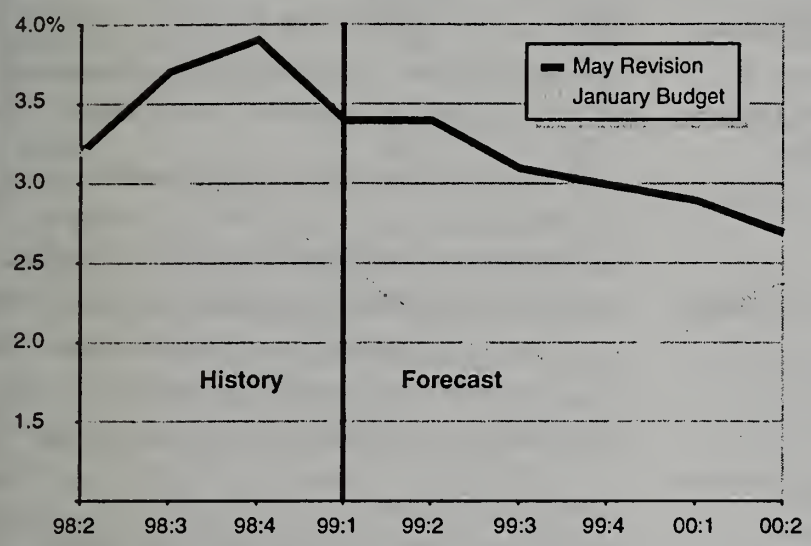
THE ECONOMIC OUTLOOK

The January budget was prepared in late 1998, when concerns about the negative effects of the Asian crisis on the financial markets and the U.S. economy were at their peak. Since that time, the economic picture has brightened considerably. It now appears that both the nation and California have avoided major adverse effects emanating from Asia's problems, and in fact, economic growth has been unexpectedly strong. For example, growth in real U.S. gross domestic product (GDP) has far surpassed earlier economic projections. Similarly, recent revisions to California's employment and income data indicate that economic growth in the state has been much stronger than previously thought, and that the economy currently continues to exhibit considerable vigor.

Figure 3

Economic Performance Revised Upward
Change in California Wage and Salary Employment

Year-Over-Year Change by Quarter



Outlook Revised Upward. The administration's revised projections reflect the improved recent performance of the economy, and assume that these positive trends continue into the near-term future (see Figure 3). As a result, these revised projections are considerably stronger than those in the January budget.

For example, the May Revision calls for a 3.6 percent increase in real GDP in 1999, nearly double the 1.9 percent increase assumed in the January budget. For California, personal income is now projected to grow by 6.6 percent in 1999, up from the January forecast of 5.1 percent. However, the administration's economic forecast continues to reflect a significant slowdown in economic growth during 2000, reflecting the constraining effects on future output and spending of such anticipated factors as increasingly tight labor markets and low savings rates.

The LAO Assessment—Economic Forecast Generally Reasonable

We believe that the administration's updated economic forecast is reasonable in light of recent trends. In fact, the May Revision estimate for most economic variables is similar to our own updated outlook for the next two years. The one exception involves taxable sales, where the administration is assuming that growth in 1999 will be 7.6 percent. This would be the strongest increase of the current economic expansion, and more than 1.5 percent higher than our own projection (6 percent) for the year.

REVENUE FORECAST REVISED SHARPLY UPWARD

As indicated in Figure 4, the May Revision revenue forecast for 1998-99 is $57.9 billion, which is up 5.4 percent from 1997-98. The projection for 1999-00 is $63 billion, an 8.7 percent increase from the current year. Relative to January, the revised forecast is up $1.6 billion in the current year and $2.7 billion in 1999-00, for a two-year total increase of $4.3 billion.

Virtually all of the net increase in total revenues for the two years combined can be attributed to the personal income tax. The current-year increase from this source reflects stronger-than-expected April final payments on 1998 income tax liabilities, which the administration attributes largely to a continued surge in capital gains realized in 1998 and reported on 1998 income tax returns. To a lesser degree, stronger-than expected withholding and quarterly estimated tax payments toward 1999 income tax liabilities have also contributed to the increase in the current-year revenue outlook.

The budget-year revenue increase largely reflects (1) the administration's higher forecast for capital gains in 1999 and (2) the effects of the stronger economic forecast on both personal income taxes and sales and use tax liabilities.

A partly offsetting factor in both the current year and budget year is a downward revision in the administration's forecast of bank and corporation tax receipts. This reduction reflects both lower-than-expected corporate prepayments toward their 1999 liabilities, and a downward adjustment to the outlook for corporate profits.

Tax Relief Proposals. The May Revision contains two new tax proposals. The first would eliminate the first two minimum tax payments for newly incorporated small businesses. This measure would result in a revenue reduction of $28 million in 1999-00, and about $60 million annually thereafter.

Figure 4

May Revision Revenue Changes

(In Millions)

	1998-99			1999-00		
	January	May	Difference	January	May	Difference
Personal Income Tax	$28,526	$30,502	$1,976	$30,175	$32,935	$2,760
Sales and Use Tax	18,620	18,860	240	19,680	19,960	280
Bank and Corporation Tax	5,926	5,522	-404	6,295	5,756	-539
Other revenues and transfers	3,221	3,043	-178	4,122	4,334	212
Totals	**$56,293**	**$57,927**	**$1,634**	**$60,272**	**$62,985**	**$2,713**

Figure 5

LAO Differences From May Revision Revenue Forecast

(In Millions)

Revenue Source	1998-99	1999-00	Two-Year Total
Personal Income Tax	$188	$305	$493
Sales and Use Tax	-80	-120	-200
Bank and Corporation Tax	28	24	52
All other sources	1	14	15
Totals	**$137**	**$223**	**$360**

The second proposal would make permanent the 50 percent capital gains exclusion for small business stock held for more than five years, thereby conforming California to federal law. (Under existing state law, the exclusion applies to stock purchased before January 1, 1999.) This measure would reduce General Fund revenues by approximately $50 million beginning in 2004-05.

The LAO Assessment—Revenue Forecast Slightly Conservative

Given the uncertain outlook for the future of the stock market and capital gains, any revenue forecast being made at this time is subject to a large amount of uncertainty. While we believe that the general thrust of the administration's forecast is reasonable, we also believe that its revenue projections are slightly on the conservative side. As shown in Figure 5, the LAO's revised forecast for General Fund revenues is up from the administration's by $137 million in the current year and $223 million in the budget year, for a two-year total of $360 million. Our two-year increase is the net result of two offsetting factors:

- Our estimate for the personal income tax is higher for the two years combined, by $493 million, due to our assumptions that refunds on 1998 liabilities will be somewhat lower than assumed by the administration, and that liability growth in 1999 will be slightly higher.
- Our higher personal income tax forecast is partly offset by our lower estimate of sales tax receipts, which is related to our assumption that taxable spending will increase by less than assumed by the administration during 1999.

EXPENDITURES

Figure 6 (see page 8) shows the May Revision proposal for General Fund spending for 1998-99 and 1999-00, by major program area. It also shows the changes by program area from the January budget proposal.

In general, the May Revision includes funding increases in a wide variety of programs throughout the budget. In dollar terms, the majority of the funding increases are in K-12 education, youth and adult corrections, and the "all other" category.

The additional spending for K-12 education largely reflects higher ADA, as well as the effects of higher per capita personal income on the Proposition 98 minimum funding guarantee. The Governor proposes to spend some of the additional funds on new initiatives in the areas of school safety, textbooks, teacher bonuses, and deferred maintenance.

The increase in youth and adult corrections reflects both the Governor's proposed funding for a new prison as well as augmentations for various health and related costs. The major increase in the all other category includes increased infrastructure spending, additional local mandate claims, and funding for trial courts.

Proposition 98—K-12 Education

The Governor's Proposal

The May Revision proposes almost $1.2 billion in new spending for K-12 education, including $320 million in the current year and $866 million in the budget year. The General Fund provides $973 million of this total over the two fiscal years, with increased local property tax allocations accounting for the balance. In addition, the May Revision proposal redirects $114 million of current-year savings to various one-time purposes and redirects $128 million of savings resulting

Figure 6

Summary of May Revision Spending Proposal

General Fund
(In Millions)

	Proposed Spending		Change From January		
Program	**1998-99**	**1999-00**	**1998-99**	**1999-00**	**Total**
Education Programs					
K-12 Education	$23,807	$26,462	$159	$820	$979
Community Colleges	2,259	2,435	-33	-15	-48
Higher Education	5,169	5,442	-16	166	150
Health and Welfare Programs					
Medi-Cal	$7,475	$7,515	$76	$185	$261
CalWORKs[a]	2,025	1,998	25	214	240
SSI/SSP[b]	2,244	2,473	-12	34	22
Other	4,588	4,725	-69	-108	-176
Youth and Adult Corrections	$4,552	$5,088	$42	$499	$540
All Other	$6,512	$7,086	$187	$953	$1,140
Totals	**$58,631**	**$63,223**	**$360**	**$2,748**	**$3,109**

[a] California Work Opportunity and Responsibility to Kids.
[b] Supplemental Security Income/State Supplementary Program.

from a downward revision of the cost-of-living adjustment percentage for the budget year. Including these redirected funds, new spending proposals total $1.4 billion.

Figure 7 displays the major K-12 initiatives proposed in the May Revision for 1999-00.

May Revision Over-Appropriates Proposition 98 Guarantee. The Governor's proposed spending level for K-14 Proposition 98 programs exceeds the calculation of the Proposition 98 minimum guarantee by $100 million in the budget year and by $42 million in the current year. As discussed below, the administration's spending and minimum guarantee estimates appear to be too high in both fiscal years due to over-estimates of school attendance.

Legislative Considerations

May Revision Over-Budgets for Additional ADA. The state provides general purpose funding for school districts (so-called "revenue limits") on the basis of ADA. The May Revision assumes that attendance for the 1999-00 school year will be almost 92,000 ADA higher than the January budget estimate, resulting in additional expenditures for revenue limits and special education apportionments of $406 million. The administration attributes most of this additional ADA (85,000) to an unanticipated jump in attendance in the 1998-99 school year. The Senate's version of the budget assumes that this increase will be 60,000 ADA. Preliminary data from the recently completed "P-2" counts of 1998-99 ADA, however, indicate that the actual increase may be around 50,000 ADA.

Figure 7

May Revision Increases in K-12 Proposition 98 Spending

1999-00
(In Millions)

Program	Amount
Average daily attendance increase	$406
Textbooks (one-time)	144
Deferred maintenance	144
Teacher bonuses	100
Conflict resolution staff (high schools)	43
Parent involvement grants	40
After-school programs	35
Safety infrastructure grants	29[a]

[a]Total of $42.5 million, including 1998-99 funds.

Based on this recent data, we believe the Senate's planning assumption provides an adequate "cushion" for budget purposes. Using the Senate's version as a benchmark, we estimate that the May Revision over-budgets for ADA by about $120 million in the budget year. (The amount of over-budgeting for the current year may be less than this amount due to a possible offsetting error in the May Revision's proposed ADA payments for that year.) The Legislature should regard these funds as available for any of its budget priorities—including non-Proposition 98 purposes—because more realistic estimates of ADA would reduce the Proposition 98 minimum guarantee below the level calculated by the May Revision.

Teacher Bonuses Proposal Lacks Important Details. The Governor proposes $100 million for two new programs involving teacher bonuses. According to the administration, about two thirds

of the money would be for a program granting performance bonuses to teachers at so-called low-performing schools (roughly half the state's school sites). The proposal is not clear as to how teacher performance would be assessed or who would select the bonus recipients. The remaining one third of funds is intended for bonuses to attract credentialed teachers to schools with severe teacher recruitment problems (under the proposal, the lowest 10 percent of schools in terms of test scores). As proposed, qualifying teachers would receive a "signing bonus" of $4,000 for a commitment of at least three years at a qualifying school. The details of these two proposals, once finalized, merit careful and deliberate review by the Legislature. Accordingly, we recommend that the Legislature set-aside the $100 million for legislation that would specify the program details.

Improve Local Incentives and School Outcomes. Like the January budget proposal, the May Revision tends towards a centralized approach to K-12 problems, with the state mandating the use of specific improvement strategies applied more or less uniformly to all schools across the state. As we have emphasized before, we think a decentralized approach that recognizes differing local needs would be more effective. In that spirit, we recommend that the Legislature group the Governor's various program proposals into one or more block grants. This would introduce vitally needed flexibility, improve incentives for good decision making at the local level, and as a consequence, improve the ultimate outcomes for schools and pupils.

Circumstances vary from district to district and from school to school. For example, not all schools need new metal detectors and security fences. The staff, parents, and pupils of these schools may place a higher priority on using funds proposed for that purpose instead for more counselors. A "school safety" block grant (or a broader school district block grant) would permit such flexibility.

Potential Liability May Argue for a Proposition 98 Reserve. Recently some education advocates circulated a proposal for the state to settle long-standing mandate claims by school districts regarding special education. At this time, it is not clear what the magnitude of the state's liability is, if any. It could be substantial, however. As a precaution for this contingency, the Legislature may wish to consider setting aside a reserve within the Proposition 98 guarantee amount.

Infrastructure Spending

The Budget Proposal

In the May Revision, the Governor proposes to use $1 billion of the increase in General Fund revenues for infrastructure-related purposes. The $1 billion proposal in the May Revision includes the following elements.

State Infrastructure and Economic Development Bank—$425 Million. In the current year, the Legislature appropriated $50 million from the General Fund for the bank. Thus, the May Revision proposal would increase the amount in the bank to $475 million. Any subdivision of state or local government would be eligible to apply to the bank for financing assistance of infrastructure

projects. To date, however, none of the funds in the bank have been used and the bank has yet to establish policies or procedures for implementing a loan program.

New Prison Construction—$355 Million. This proposal provides design and construction funds ($335 million) for a new maximum security prison at Delano, Kern County, and design funds ($20 million) for a new maximum security prison on the grounds of the Richard J. Donovan prison at Otay Mesa, San Diego County. The estimated future cost to construct the San Diego prison is $320 million. Each prison would provide space for a total of 4,500 prisoners.

Given the existing prison population and capacity, a new prison will be needed within the next five years to accommodate inmate growth. The state does not, however, need to begin planning for a second new prison in the budget year. In addition, given the time required for designing a new prison, there is no need to appropriate construction funds for either prison in the budget year. We estimate the cost of planning one new prison in the budget year at approximately $10 million. Furthermore, we continue to recommend that in addressing prison system space needs, the state take a balanced approach of new prison space and policy changes to reduce prison population growth.

Department of Parks and Recreation (DPR), Deferred Maintenance—$157 Million. The DPR has identified nearly 3,800 deferred maintenance, repair, and minor capital outlay projects with an estimated $274 million total cost. The May Revision proposal would fund many of these projects. While there is a need to address the deferred maintenance problem in the park system, it is not clear that the department could commit more than about half of the proposed funds in the budget year.

Acquire Additional Trains and Ferries—$75 Million. This proposal includes $55 million to purchase five train sets for three intercity corridors—San Jose to Roseville; Los Angeles to San Diego; and Bakersfield to Sacramento. It also includes $14 million to purchase one locomotive and five coach cars for the Altamont Commuter Express and $6 million for competitive grants to provide additional ferries in the Bay Area.

While additional rail cars will be needed for future expansion of the state's intercity rail service, the need for this level of additional funding in the budget year is questionable. Additionally, designating General Fund support for *specific* projects is not consistent with the existing statutory process for funding transportation priorities through the State Transportation Improvement Program (STIP). If the Legislature wants to use the General Fund for transportation rolling stock, it could provide a lump sum amount to be allocated by the California Transportation Commission in accordance with the existing STIP process.

Legislative Considerations

The Governor has committed a significant portion of the new revenues to infrastructure—on

a one-time basis. In reviewing the Governor's proposal, the Legislature may wish to consider:

- How best to spend funds in the budget year on infrastructure.
- Whether the state should make an *ongoing* commitment to increased "pay-as-you-go" financing.

Budget-Year Priorities. As noted above, the Legislature would not need to appropriate in 1999-00 the level of funds proposed in the May Revision for various infrastructure projects. There are many other proposals the Legislature could fund instead. For instance, the budget has $280 million in capital outlay proposals to be funded from lease-payment bonds. These projects—as well as hundreds of millions of dollars in previously approved lease-payment projects—could be "bought out" by General Fund monies.

Ongoing Commitment to Pay-As-You-Go. The Governor has made a significant commitment of one-time funds to infrastructure in 1999-00. He has not, however, committed ongoing funds for pay-as-you-go capital outlay. That is, barring "unexpected" revenue growth in future years, there would not necessarily be monies available for direct funding of infrastructure projects in subsequent years. However, California's strong economic and revenue growth provides an excellent opportunity for the state to establish an ongoing commitment to pay-as-you-go funding. We therefore recommend that the Legislature consider establishing an infrastructure account, funded each year with a given level of General Fund revenues (each 1 percent would provide about $630 million).

Other Programs

Higher Education

The May Revision proposes increases of $93 million for the University of California (UC) and $69 million for California State University (CSU). These increases would fund 10 percent student fee reductions for both segments. They also include funds for enrollment increases, various outreach and research programs, and the restoration of budget reductions made in the January budget proposal.

Health and Social Services

In the areas of health and social services, the May Revision's changes primarily are related to caseload revisions and other workload and cost adjustments. Proposed General Fund expenditures for the Medi-Cal Program in the budget year are $185 million higher than in the January budget proposal, due to various caseload and cost changes. Proposed General Fund expenditures for the California Work Opportunity and Responsibility to Kids (CalWORKs) Program in the budget year are $209 million above the January budget, due primarily to a shift of federal Temporary Assistance for Needy Families (TANF) block grant funds from the CalWORKs Program to the Child Welfare Services and Foster Care programs, resulting in General Fund costs in CalWORKs and savings in the latter two programs. The May Revision also reflects a TANF reserve of $98 million.

Set-Aside for Health Proposals. The Governor's budget in January included a $37.3 million General Fund set-aside to expand health coverage, pursuant to a plan to be developed by the Secretary of the Health and Human Services Agency.

The May Revision replaces this specific set-aside with a more general set-aside of $110 million, to be used for: expansion of the Healthy Families Program, rate increases for Medi-Cal managed care providers, nursing home industry reforms, and wage increases for providers of In-Home Supportive Services.

Youth and Adult Corrections

The Governor proposes to increase youth and adult corrections spending by $42 million in the current year and by $499 million in 1999-00. Current-year increases are proposed primarily to cover deficiencies related to staffing costs and health care expenses in the Department of Corrections. The increases are partly offset by lower-than-expected growth in inmate populations. The budget-year increase also partly reflects increased staffing costs and related expenses (partly offset by lower inmate caseloads). It also includes $335 million for the future construction of a new maximum security prison which would house 4,500 inmates.

Employee Compensation

The January budget provided $162 million from the General Fund to pay for increased employee compensation, pending the completion of collective bargaining discussions (this amount does not include compensation increases in higher education, which are funded elsewhere in the budget). Since January, the state has reached agreements with all bargaining units for the current year, which generally provided for a 5.5 percent salary increase beginning this past April. After accounting for the budget-year costs associated with these agreements, there is about $50 million left over for any future agreements adopted in the budget year.

In addition to these funds, the May Revision includes a $300 million set-aside to cover the costs of both future collective bargaining agreements and potential court settlements. Future compensation increases will be tied to the provisions of future negotiated agreements. However, as an illustration, the combined $350 million (that is, the set-aside plus amounts left over from the January proposal) is approximately equivalent to the full-year costs of an average pay increase of 7 percent.

Retirement Fund Contributions

Due to continued favorable investment returns and revised assumptions by the Public Employees' Retirement System (PERS), state retirement contributions will fall in 1999-00. These reductions will translate into General Fund savings of approximately $125 million in 1999-00.

Local Government Mandates

The administration proposes that $97 million be set aside to cover various local government mandate claims. This amount includes $37 million to cover reimbursement claims from local governments which have exceeded current-year appropriations, plus $55 million for claims approved for

new statutes recently determined to qualify for reimbursement as state-mandated local costs.

Year 2000 Computer Costs

The January budget includes significant appropriations throughout the budget for year 2000 (Y2K) remediation. The May Revision includes additional General Fund appropriations of $35 million in the current year and $44 million in the budget year to be allocated as needed to support century-change activities. Of this total, $14 million would be made available to the Department of Information Technology to fund Y2K oversight activities started in the current year. (The budget also includes $20 million in other funds for century-change activities.)

Local Government Support

In January, the Governor proposed a number of changes that would have negatively affected local governments. The May Revision reverses a number of these proposals, and also includes earmarked funds for local government in a number of areas. Figure 8 summarizes the Governor's major proposals affecting local governments.

Aside from the major increase in funding for the State Infrastructure Bank (discussed previously), the May Revision restores prior-year commitments for trial court funding and flood control subventions, and provides new funds for local law enforcement grants.

Trial Court Funding. Under the trial court financial restructuring enacted last year, the state is scheduled to provide $98 million in additional fiscal relief to mid-size and large-size counties beginning in 1999-00. Due to the budget shortfall anticipated earlier this year, the Governor had proposed in January to postpone providing about one-half of this increase. The May Revision restores the funds needed to provide the full $98 million in additional relief, for a net cost of $46 million.

Local Flood Control Reimbursements. Chapter 326, Statutes of 1998 (AB 2784, Strom-Martin), appropriated $132 million from the General Fund—$44 million annually for 1999-00 and the subsequent two fiscal years—to pay claims submitted by local agencies for the state's share of costs for flood control projects. The Governor's January budget proposal assumed enactment of legislation that would eliminate the appropriations made in Chapter 326, resulting in a $44 million savings in 1999-00. The May Revision continues to assume that legislation will be enacted eliminating the appropriations made in Chapter 326, but the updated proposal would separately appropriate $44 million in 1999-00 for flood control reimbursements.

Office of Criminal Justice Planning Grants. The May Revision provides $61 million to provide one-time grants to local law enforcement agencies. Under the proposal, the funds would be allocated to local agencies based on criteria which would be developed by the Office of Criminal Justice Planning.

Figure 8

Major Proposals Affecting Local Governments

Issue	January Proposal	May Revision Proposal	May Revision General Fund Fiscal Impact
Infrastructure Bank	No proposal	Augment bank by $425 million to provide funding for state and local infrastructure projects	$425 million cost
Flood Control Subventions	Defer $44 million in payments to local agencies for state's share of project costs	Restore $44 million in payments	$44 million cost
California Healthcare Indigents Program	Reduce funds by $54.5 million in budget year due to declining Proposition 99 revenues	Restore $4.6 million in current year; reduce $3.8 million in budget year	No General Fund impact
County Medical Services Program	Eliminate $20 million General Fund appropriation	No change	—
Child Support Enforcement Automation	Reduce federal reimbursements to counties by $90 million	Backfill $21 million to counties for lost federal funds	$21 million cost
Adult and Juvenile Detention Facilities	No proposal	Allocate $75 million in federal funds to local governments for construction or expansion of facilities	No General Fund impact
Office of Criminal Justice Planning Grants	No proposal	Provide one-time grants to local law enforcement agencies	$61 million cost
Citizens' Option for Public Safety	Make $100 million program permanent with new restrictions on how funds can be used	No change	—
Trial Court Funding—County Share of Costs	Reduce by half the statutorily required "buyout" of county costs	Restore full amount of county buyout required by statute	$46 million cost
Department of Justice—Crime Labs	Charge local governments for use of state crime lab services	No change	—

CONSIDERATIONS FOR THE LEGISLATURE

The May Revision allocates the $4.3 billion in new resources among a wide variety of programs including education, infrastructure, and the restoration of commitments made to local governments last year. The proposal has many positive features. For example, it realistically budgets for caseloads and many other likely costs, it makes significant commitments to infrastructure and deferred maintenance, it contains a general emphasis on one-time obligations, and it makes provision for an enhanced reserve.

At the same time, the revised plan raises several important issues for the Legislature as it finalizes its decisions on the budget for 1999-00. In addition to the budget threats noted earlier, these include:

- ***Central Statewide Control Versus Local Discretion.*** In general, the Governor proposes a central approach toward dealing with both K-12 education and local government funding proposals. The Legislature may wish to consider a more decentralized approach that recognizes differing local needs.

- ***Lack of Specificity.*** The updated plan contains a number of proposals and set-asides in such areas as teacher bonuses, local law enforcement grants, and expansion of health care coverage, which do not include any detail. We believe it will be important for the administration to provide additional detail on these and other proposals to enable the Legislature to evaluate them.

- ***Pay-As-You-Go Infrastructure.*** Given that much of the $1 billion targeted for infrastructure will not be needed in 1999-00 for the purposes specified, the Legislature may wish to set up an infrastructure account within the General Fund, which would be used to support an *ongoing* pay-as-you-go infrastructure approach that augments the state's bond approach. Such a commitment would raise out-year spending requirements. However, given the positive fiscal environment and the state's vast infrastructure needs, we believe that an ongoing commitment in this area is appropriate.

Acknowledgments

This report was prepared by Brad Williams and Jon David Vasché, with contributions from Robert Turnage, Gerold Beovers, ond many others in the office. For questions, contoct the authors ot 324-4942. The Legislative Analyst's Office (LAO) is o nonportisan office which provides fiscol ond policy informotion ond advice to the Legisloture.

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Budget surplus estimate revised upward: More revenue, some savings, analyst says

By Steven A. Capps
Bee Capitol Bureau
(Published May 18, 1999)

The state's financial picture may be even brighter than Gov. Gray Davis thinks, according to a report Monday that said his estimate of a $4.3 billion budget surplus was conservative.

In issuing the report, Legislative Analyst Elizabeth Hill said she believes the state will collect about $360 million more in tax revenues than Davis has projected, due to continued growth in the personal income tax, the state's largest source of income.

Further brightening the picture, Hill said, are savings the state may realize in several areas, chief among them school expenditures.

She said the Democratic governor has probably overestimated school enrollment by about 30,000 students. If she's right, that would save the

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state about $120 million.

And, she concluded, much of the more than $1 billion Davis wants spent on public works projects could not be spent in the new fiscal year anyway because many of the projects are not ready to go.

On the down side, Hill said there are several financial threats on the horizon, including a pending lawsuit by school districts over special education programs.

The school districts are demanding that California reimburse them for special education programs required by the state for students with disabilities. The state has resisted, but the case so far has gone in the districts' favor and some predict a final decision could be reached later this year.

School attorneys have estimated California could owe $1.5 billion or more in retroactive payments to schools if they prevail. Hill said Monday that the Legislature may want to consider setting aside several hundred million dollars in school funds should the case be settled during the next fiscal year.

Davis presented his revised $80.8 billion budget proposal for the 1999-2000 fiscal year to the Legislature on Friday, and legislators are expected to begin deliberations over the plan within a week or so. The state Constitution requires legislative approval of a budget by June 15.

Davis has proposed that the $4.3 billion surplus be spent on schools, public works projects and on increasing the size of the state's rainy-day budget reserve.

Hill, however, questioned Davis' public works plan, saying much of the money he wants earmarked for public works projects couldn't be spent during the 1999-2000 fiscal year, which starts July 1.

For instance, Davis has proposed $335 million be spent on a new 4,500-bed prison in Kern County. But Hill said that because of the time it takes for design and other planning requirements, it would be three years before it could be built.

And she said that only about half of the $157 million Davis wants allocated for deferred maintenance at state parks could be spent during the next year.

Hill suggested that extra money might be better spent paying off lease bonds or other loans that would reduce the state's debt.

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The San Francisco Community College District does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Persons who wish to request disability-related accommodations including sign-language interpreters should contact Linda R. Jackson, District ADA Coordinator, Office of Affirmative Action, 31 Gough Street, Room 16, San Francisco, CA, 94103, Phone: (415) 241-2281, Fax: (415) 241-2203. Please request accommodations no later than 12 working days prior to the date of the Board meeting in order to assure the best possible arrangements.

BOARD OF TRUSTEES
Lawrence Wong, President • Anita Grier, Vice President • Natalie Berg
Robert E. Burton • James Haskell Mayo, II. • Rodel E. Rodis • Robert P. Varni
Dr. Philip R. Day, Jr., Chancellor

TO MEMBERS OF THE PUBLIC

The Agenda page and accompanying resolutions have been prepared well in advance of the regularly scheduled meeting of the Board of Trustees of the San Francisco Community College District. Please note that Resolutions are subject to amendment and replacement.

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5.

You should be aware of the following (Government Code § 54954.2):

1. Additional agenda items to be acted upon by the Board may be posted at 33 Gough Street and in the lobby of Conlan Hall at the Phelan Campus at least 72 hours in advance of the regularly scheduled Board Meeting. Resolutions may also be available at the time of posting, but if not, such resolutions will be available at the Board Meeting.

2. Additional agenda items and resolutions, although not posted as in paragraph 1 above, may still be acted upon by the board at the regular meeting:

   a) Upon a determination by a majority vote of the Board that an emergency situation exists, as defined in Government Code § 54956.5. Emergency is defined as work stoppage or other activity which severely impairs public health, safety, or both, as determined by a majority of the members of the Board, OR crippling disaster which severely impairs public health, safety or both, as determined by a majority vote of the members of the Board, OR

   b) Upon a determination by a two-thirds vote of the members of the Board present at the meeting or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the District subsequent to the agenda being posted 72 hours in advance of the Board Meeting, OR

   c) The item was posted 72 hours in advance of a prior meeting of the Board occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.

For Members of the Public:

To facilitate the conduct of business at Board meetings, the following information has been taken from the District's Policy Manual concerning the conduct of Board Meetings.

From PM 1.05 A:

The order of business may be revised at any meeting when, in the discretion of the President, such revision will benefit the public and/or order of the meeting.

From PM 1.05 L:

L. Granting the Privilege of the Floor. A person desiring to speak shall be recognized by the Chair only after complying with the following procedures:

For matters appearing on the agenda, an individual desiring to address the Board must complete a "Request to Address Board" card, completing the information thereon including the subject to be addressed. If there is to be a written report presented, a copy(ies) shall be submitted in advance to the Chancellor.

Any person desiring to address the Board on non-agenda items must also complete the "Request to Address Board" card and will be recognized at the end of the agenda. Only items directly related to District business may be presented.

Cards for these purposes are available in the Office of the Chancellor and also at the Board meeting. Completed cards should be presented to the Board President prior to the beginning of the meeting. As a matter of courtesy, the Board encourages people to notify the Chancellor's Office in advance of the Board meeting of their intention to address the Board. Prior to calling for a vote on an item before the Board, the Presiding Officer shall determine if speaker cards have been submitted for that item. Persons who have submitted cards prior to the consideration of the item shall be called upon by the Presiding Officer. Persons who address the Board may address only the agenda item being considered and shall have up to three minutes for comments. Should another person who has submitted a request to speak card in advance of consideration of the item wish to forego speaking on that item, he or she may grant his or her speaking time to another speaker who has also submitted a request to speak card, but in no event shall any speaker have more than two allotments (totaling up to six minutes) of speaker time on any item. However, in order to facilitate the completion of District business, the Presiding Officer may also limit the total length of time allotted to the speakers on a given topic or agenda item which may reduce the individual speaker's time on that topic or item. Speaking too long, being unduly repetitious, or discussing irrelevancies disrupt the meeting, and may result in the forfeiture of speaking opportunities during that meeting.

The President of the Board reserves the right of determining the order of the speakers and changing the order of the agenda if it will be of benefit to the public and/or the order of the meeting.

Undue interruptions or other interferences with the orderly conduct of Board business cannot be allowed. Defamatory or abusive personal remarks which disturb or impede the meeting or exceed the bounds of civility necessary to the conduct of District business are always out of order. However, the Board shall not prohibit public criticism of the policies, procedures, programs, or services of the District, or of the acts or omissions of the Board.

The President may terminate the speaker's privilege of address if after being called to order, he or she persists in improper conduct or remarks, or if the speaker fails to speak on the subject matter for which the privilege of the floor was granted.

No oral presentation shall include charges or complaints against any employee of the Board, or otherwise present information, which does not relate directly to the topic at hand or which disrupts or impedes the meeting. All formal charges or complaints against an employee, for which a specific grievance or complaint process is not otherwise available, shall be in writing and signed by the person making the charge and shall be filed with the Chancellor who shall, after investigation, take or recommend appropriate action. There shall be no oral presentation or discussion of confidential formal charges or complaints in open public meetings of the Board on non-agenda items or unless otherwise required by law.

Comments or presentations made by members of the public to the Board do not necessarily reflect the opinion of the Board or of its individual members, nor does the Board necessarily endorse or sanction such comments or presentations. Persons who address the Board on matters of their choosing are solely responsible for the content of such comments or presentations.

OFFICE OF THE BOARD OF TRUSTEES

50 Phelan Avenue, Box E200, San Francisco, California 94112
(415) 239-3303 Fax (415) 239-3918

AGENDA
CLOSED SESSION
BOARD OF TRUSTEES
OF
THE SAN FRANCISCO COMMUNITY COLLEGE DISTRICT

Pierre Coste Room – Rear Room
50 Phelan Ave.
San Francisco
THURSDAY June 24, 1999
4:00 P.M.

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I. OPEN SESSION
Announcement of Closed Session Topics

II. CLOSED SESSION

A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (G.C. 54956.8)

Property:	California Book Company. 11 Phelan Avenue, San Francisco
Agency Negotiator:	Peter Goldstein for SFCCD
Negotiating parties:	PUC. California Book Company, & SFCCD
Under negotiation:	Instruction to negotiator will concern price and terms of payment.)

Property:	Property adjacent to S. Balboa Reservoir at Ocean & Phelan Avenues, San Francisco.
Agency Negotiator:	Peter Goldstein for SFCCD
Negotiating parties:	PUC & SFCCD
Under negotiation:	Instruction to negotiator will concern price and terms of payment.)

B. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (G.C. 54956.9(a))

1. Ericson vs. City College of San Francisco. et al.
Northern District of California
U. S. District Court Case #C96-3836 [VRW]

BOARD OF TRUSTEES
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Dr. Philip R. Day, Jr., Chancellor

2. Associated Students v. Honorable Board of Trustees of the SFCCD, et al.
Court of Appeal , First Appellate District
Case Nos. A080472 & A081725

3. SFCCD v. Kintz
San Francisco Superior Court Case # 980794
Court of Appeal No. A081378

4. SFCCD v. Doukas et al.
Case No. BAP No. NC-98-1587

C. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (G.C. 54956.9)

Significant exposure to litigation pursuant to Gov. Code 54956.9 (b) - 3 cases

D. PUBLIC EMPLOYMENT (G.C. 54957)

Final Status of Executive Vice Chancellor

E. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (G.C. 54957)

F. CONFERENCE WITH LABOR NEGOTIATORS (G.C. 54957.6)

1. Agency Designated Representatives: Lawrence Klein. Jeffrey Sloan, Carmen Plaza de Jennings, and Steve Hale

Employee Organizations: Service Employees International Union (SEIU) 790, American Federation of Teachers (AFT) 2121 & Department Chairperson Council (DCC)

2. Agency Designated Representatives: Lawrence Klein. Jeffrey Sloan. Carmen Plaza de Jennings and Steve Hale

Unrepresented Employees: Gardener. Nursery Specialist. Electrician Supervisor I, Electrician, Painter. Painter Supervisor I. Plumber, Steamfitter, Stationary Engineer. Truck Driver, Locksmith. Carpenter, Carpenter Supervisor I, District Designated Managers. Supervisors. and Confidential Classifications.

III. OPEN SESSION
Disclosure of Board actions from Closed Session, pursuant to Government Code 54957.1

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.

Regular Meeting of the

Board of Trustees of the

San Francisco Community College District

City College of San Francisco
Pierre Coste Dining Room
50 Phelan Avenue
San Francisco
Thursday, June 24, 1999

Open Session - 5:00 p.m.

I. Roll Call

II. Pledge of Allegiance

III. Approval of Minutes

IV. Adoption of Resolutions Agenda

V. Approval of Consent Agenda Items as Listed:

VI. Special Presentations
A) Women Athletics - Tanako Hagiwara, Women Athletics Director
POSTPONED

VII. Monthly Financial Report

VIII. Action on Other Resolutions Agenda Items

IX. Report from Constituent Groups

- Academic Senate
- Associated Students
- Classified Senate

X. Board of Trustees' Report

XI. Chancellor and Staff Reports

XII. Requests to Speak

XIII. Adjournment

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**c - It is recommended that all resolution agenda items identified with letter *c in the right hand column are eligible for consideration as Consent agenda items.*

FINANCE **(Pages 1-90)**

GENERAL FUND

B1 - Authorization be hereby given to contract with Jazzland for a food and drink venue in the Press Box of the Phelan Campus from August 1, 1999 through July 31, 2002 with the possibility of a one year renewal option if mutually agreed to by District Administration and Contractor with a daily minimum guarantee to the District as proposed on the boxed area on the attached chart.

B2 - Authorization for a General Fund Modification for Special Services Contract totaling $88,500. * c

B3 - Authorization to augment the contract with Strata Information Group for special services related to the upgrade of the Banner software to City College of San Francisco for the period from July 1, 1999 through December 31, 1999 for a contract extension cost not to exceed $216,500. * c

B4 - Adoption of Tentative 1999-2000 Budget.

B5 - Authorization is hereby granted to transfer $951,128 in one-time unspent Block Grant Funds (Fund 123845) to the Capital Outlay Fund to help fund the Technology Infrastructure Project (fiber wiring for campus locations).

CAPITAL OUTLAY

B6 - Authorization to extend the contract with Angus Hamer Networking to provide operational technical support to the ITS Department for the wide area network of City College of San Francisco for the period from July 1 , 1999 through June 30, 2000 for a total contract cost not to exceed $101,000. * c

B7 - Authorization for seven Contract Modification(s) totaling $95,447.09 for Special Services Contract. * c

B8 - Authorization be given to award a construction contract Golden Bay Fence Plus Iron Works, Inc., the lowest responsible bidder for the Project: John Adams Campus Wrought Iron Fence Replacement, located at the John Adams Campus, for a cost of $43,606. This contract will be completed on or before December 31, 1999. * c

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**c - It is recommended that all resolution agenda items identified with letter *c in the right hand column are eligible for consideration as Consent agenda items.*

B9 - Authorization be given to contract with Adolph Schmidt General Construction, Inc., at a cost of $6,420, to be completed on or before December 31, 1999. * c

B10 - Authorization be given to contract with SOHA Engineers, for special services and advice to provide the District with structural engineering services, for the Project: Mission Theater Building Seismic Evaluation for the future Mission Campus at a cost of $12,420, to be completed on or before December 31, 1999 * c

B11 - Authorization be given to award a construction contract _____, the lowest responsible bidder for the Project: Shops & Warehouse Facilities Rescope, located at Phelan Campus and 1960 Carroll Avenue, for a cost of $_____. This contract will be completed on or before December 31, 2000. * c

11a - Authorization be given to contract with SOHA Engineers, a Minority Business Enterprise, for special services and advice to provide the District with structural engineering services, for the Project: Chinatown Columbo Building Seismic Evaluation for the future Chinatown Campus at a cost of $17,390, to be completed on or before December 31, 1999.

GRANTS

B12 - Authorization be given to enter into a service agreement with Local 2 to provide translators for the Spanish and Cantonese speaking students that are enrolled in the Hiring Hall Project courses, for the period June 1 through August 31, 1999, total not to exceed $12,000. * c

B13 - Authorization to (1) submit an application for funds and (2) appropriate all funds receivable upon approval by the Private Industry Council of San Francisco to conduct an Occupational program under the provisions of the Job Training and Partnership Act for the period July 1, 1999 through June 30, 2000 for an amount not to exceed $102,250 from Title III and $29,532 from Title IIA. * c

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B14 - Authorization to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the State Preschool Full-Day Education Program for the fiscal year 1999-2000. Total funding is not to exceed to $918,216. * c

B15 - Authorization to submit an application or funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the Child Care and Development Block Grant for the fiscal year 1999-00. Total funding is not to exceed to $23,211. * c

B16 - Authorization to receive a resource grant for equipment or for staff training for school-age program at Grace Child Development. * c

B17 - Authorization to modify eight existing grants totaling $151,425. * c

B18 - Appropriating $553,704 for the Federal Work-Study Program of the City College Student Financial Aid Program, Fiscal year 1999-2000. * c

B19 - Appropriating all funds receivable for the Federal Pell Grant Program of the S.F. Community College Campuses Financial Aid Program for the Fiscal Year 1999-2000 * c

B20 - Appropriating $34,278 for the Federal Supplemental Educational Opportunity Grant Program of the Community College Campuses Student Financial Aid Program, Fiscal Year 1999-2000. * c

B21 - Appropriating $420,000 for the Cal Grant Program of the City College Financial Aid Program for the Fiscal Year 1999-2000. * c

B22 - Appropriating $14,572 for the Federal Work-Study Program of the Community College Campuses Student Financial Aid Program, Fiscal year 1999-2000. * c

B23 - Appropriating $118,664 for the Federal Perkins Loan Program of the City College Student Financial Aid Program, Fiscal Year 1999-2000. * c

B24 - Appropriating $4,000 for the Cal Grant Program of the S.F. Community College Campuses Financial Aid Program for the Fiscal Year 1999-2000. * c

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B25 - Appropriating all funds receivable for the Federal Pell Grant Program of the City College Financial Aid Program for the Fiscal Year 1999-2000. * c

B26 - Appropriating $657,820 for the Federal Supplemental Educational Opportunity Grant Program of the City College Student Financial Aid Program, Fiscal Year 1999-2000. * c

B27 - Appropriating $34,278 for the Federal Supplemental Educational Opportunity Grant Program of the Community College Campuses Student Financial Aid Program, Fiscal Year 1999-2000. * c

B28 - Approval to pay an honorarium of $7500 to Dr. Bruce Perry, M.D., Ph.D. for guest speaker service for Child Development conference. * c

B29 - Authorization to 1) submit an application for funds, and 2) appropriate all funds receivable upon approval by the California Community Colleges Chancellor's Office Economic Development Funds for the Workplace Learning Resource Center on behalf of the City College of San Francisco, Office of Contract Education, for the period July 1, 1999 through June 30, 2000, not to exceed $178,875. * c

B30 - Authorization be given to contract with San Francisco International Airport (SFIA) for providing the Americans with Disabilities Act (ADA) training to employees of the SFIA, for the period June 1, 1999 to December 31, 1999 for a total not to exceed $80,800. * c

B31 - Authorization to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the State Preschool Part-Day Education Program for the fiscal year 1999-00. Total funding is not to exceed to $248,438. * c

B32 - Authorization to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the Child Care and Development Block Grant for the fiscal year 1999-00. Total funding is not to exceed to $23,211. * c

B33 - Authorization be given to submit an application and appropriate all funds receivable upon approval from the Richard and Rhoda Goldman Fund to establish the SouthEast Summer Middle School Program * c

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** c - It is recommended that all resolution agenda items identified with letter * c in the right hand column are eligible for consideration as Consent agenda items.*

for the period of June 14, 1999 until August 1, 1999 in the amount not to exceed $8,272.

B34 - Authorization be given to submit an application and appropriate all funds receivable upon approval from the California Council for the Humanities will provide funds to establish the Pan American Unity Portable Exhibit for the period of July 1, 1999 until June 31, 2000 in the amount not to exceed $10,000. * c

B35 - Authorization to (1) submit an application for funds and (2) appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges, VTEA I-C Funding, July 1, 1999 to June 30, 2000, not to exceed $1,257,284. * c

B36 - Authorization be given to contract with City and County of San Francisco Purchasing Department for providing the customer services assessment and training program to employees of the Purchasing Department, for the period June 1, 1999 to June 30, 2000 for a total not to exceed $75,000. * c

B37 - Authorization to submit an application and appropriate all funds receivable upon approval from the California Department of Education for ABE and ESL, and ESL Citizenship Programs, under the Workforce Investment Act, Title II, Adult Education and Family Literacy Act, Section 231 (P.L. 105-220), for the period July 1, 1999 to June 30, 2000, for a total not to exceed $881,450. * c

B38 - Authorization to accept the services of the San Francisco Conservation Corps to renovate the outdoor play area of the John Adams Child Development Center. The total cost for the renovation will be $86,000. * c

B39 - Authorization to (1) submit a renewal application for funds and (2) appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges, Office of Economic Development for a grant to reopen the Small Business Development Center, for the period July 1, 1999 to June 30, 2000 for a total not to exceed $140,550. * c

B40 - Authorization be given to contract with the High/Scope Foundation for $31,056.50 to provide the education and training to CalWORKs participants. * c

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**c - It is recommended that all resolution agenda items identified with letter *c in the right hand column are eligible for consideration as Consent agenda items.*

Equipment, Supplies & Services (Pages 91-99)

C1	- Procurement of equipment, supplies, services, etc., less than $3,000	* c
C2	- Procurement of equipment, supplies, services, etc., $3,000 or more	* c
C3	- Acceptance of Gifts	* c

Human Resources (Pages 100-127)

F1	- Human Resources Academic Educational Administrator.	* c
F2	- Extending Interim Appointment Educational Academic Appointment	* c
F3	- Extending Interim Appointment Non-Educational Academic Administrator.	* c
F4	- Acting Appointment Educational Academic Administrator.	* c
F5	- Appointment Educational Academic Administrator.	* c
F6	- Extending Temporary Exempt Grant-Funded Appointment Educational Academic Administrator	* c
G1-2	- Academic Employees, Credit Program, District Funded	* c
H1	- Academic Employees, Credit Program, Categorically Funded	* c
L1	- Amending employment contract for the purpose of (a) purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those employees requesting such purchases or contributions, and (c) termination of the amendment to employment contract.	* c
L2	- Amending Resolution No. 990527 - L2 Reemployment of Service Retirants.	* c
L3	- Reemployment of Service Retirants Under Education Code Section 24214.	* c
N1	- Academic Employees Community Services Classes	* c

Special (Pages 128-135)

S1	- Authorizing an Interagency Protocol Agreement with the City and County of San Francisco, San Francisco Police Department for the purpose of clarifying operational responsibilities for investigations of violent crimes occurring on each campus.	* c

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** c - It is recommended that all resolution agenda items identified with letter * c in the right hand column are eligible for consideration as Consent agenda items.*

S2 - Adjourning the regular monthly meeting of July, 1999 to August, 1999 and authorizing the Chancellor or his designee to take action subject to Board ratification or approval.

S3 - Remove All Links Between the CCSF Server And The Teacher Review Computer.

S4 - Authorization to Submit Final Project Proposal to State Chancellor's Office. * c

S5 - Authorization for the San Francisco Community College District to become a member of a joint powers authority. * c

Real Estate (Pages 136-137)

W1 - Authorization to sublease to the First Chinese Baptist Church of San Francisco, starting August 1, 1999 through February 28, 2000 at a rate of $200 per month at 888 Clay St., San Francisco, California. * c

XII. Requests to Speak

XIII. Adjournment

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5.

Next Board Meeting Date: July 29, 1999
District Office
Auditorium
33 Gough Street

**c - It is recommended that all resolution agenda items identified with letter *c in the right hand column are eligible for consideration as Consent agenda items.*

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: June 24, 1999 **B1**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Authorization to Contract
(Resolution No.: 990624-B1)

BACKGROUND INFORMATION:

The District has wanted to utilize a space designed behind the press box for food service to the campus community. To that end, an RFP was developed and advertised in the Independent and a number of other local community newspapers. Ten bidders called for bid packets and six came to an open house of the area to view the space on May 7, 1999. Sealed bids were due to the District by 12:00 noon on Friday, May 14, 1999

A shared governance task force working on this press box venue reviewed the bids on May 28.

The following five bidders submitted proposals:

Cable Car Coffee
Fabuloso
Jazzland Coffee
Perry's Joint
SuperCrown Catering

BOARD OF TRUSTEES
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ROBERT E. BURTON • JAMES HASKELL MAYO, II. • RODEL E. RODIS • ROBERT P. VARNI
DR. PHILIP R. DAY, JR., CHANCELLOR

Questions to the bidders included:

1. Proposed daily rent with minimum guarantees Monday thru Fridays, Saturdays and summer sessions.
2. Current San Francisco locations being served.
3. Number of years in food sales and services business.
4. Gross dollar amount of food sales managed per year during past three years.
5. Any Complaints with Better Business Bureau or Health Department in past 3 years.
6. Willingness to offer District a signing bonus.
7. Pictures of other food operations.
8. Proposed menu of items and prices.

On the issue of proposed revenue to District, the five bidders submitted a percent of gross sales with minimum daily revenues for Monday through Thursday and a different amount for Fridays and Saturdays. The attached spreadsheet shows the compensation comparison of the bids.

The task force reviewed compensation, as well as proposed menu and evaluated the bids on the overall presentation and answers to all questions. Jazzland's bid was structured around three plans: 1) Two years with two extensions approved by October 1, 1999; 2) Two years with one extension approved by October 1, 1999 and 3) Two years with possible extensions. When calculated according to actual days throughout the academic year and summer school, Jazzland's offer of a $5,000 bonus in the form of a retractable awning along with their daily minimums and percents represents the best overall compensation. Additionally, the committee felt that the menu presented and the overall concept of food service offered by Jazzland was best. The task force voted to recommend to the Board plan 2) Two years with One extension Approved by October 1, 1999. The following resolution is recommended for adoption:

RECOMMENDATION:

RESOLVED: That authorization be hereby given to contract with Jazzland for a food and drink venue in the Press Box of the Phelan Campus from August 1, 1999 through July 31, 2002 with the possibility of a one year renewal option if mutually agreed to by District Administration and Contractor with a daily minimum guarantee to the District as proposed on the boxed area on the attached chart, and

FURTHER BE IT RESOLVED: That Jazzland will have the right to begin site modifications as of July 1, 1999, but will not be required to pay the daily rent until sales begin, which will not be later than August 18, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee are hereby authorized to execute any and all documents on behalf to the District to effectuate this resolution.

Stephen J. Herman, Originator

06/24/99 - B1 page 3

Press Box
Analysis May, 1999

Compensation

COMPANY	Mon-Thur Minimum	Mon-Thur Percent	Fri + Sat Minimum	Fri + Sat Percent	Summer Mon-Thur Minimum	Summer Mon-Thur Percent	Summer Fri + Sat Minimum	Summer Fri + Sat Percent		Bonus
Cable Car	$ 200	12%	$ 65	12%	$ 65	12%	$ 65	12%		No
Fabuloso	$ 200	5%	$ 175	5%	$ 175	5%	$ 150	5%		No
	15% gross during six football games with minimum of $150.									
Jazzland	Two Year with Two extensions approved by October 1, 1999									
	$ 270	17.5%	$ 225	17.5%	$ 100	12%	$ 75	12%	**Friday**	$5,000
				10%				10%	**Saturday**	
	Two Year with One Extensions Approved by October 1, 1999									
	$ 245	**16%**	**$ 195**	**16%**	**$ 85**	**11%**	**$ 60**	**11%**	**Friday**	
				10%				**10%**	**Saturday**	
	Two Year with possible extensions									
	$ 225	15%	$ 175	15%	$ 75	10%	$ 50	10%	**Friday**	
				10%				10%	**Saturday**	
Perry's Joint	$ 100	10%	$ 50	10%	$ 50	10%	$ 25	10%		
Supercrown	$ 250	15%	$ 175	15%	$ 175	15%	$ 100	15%	**Friday**	No
			$ 75	15%			$ 50	15%	**Saturday**	

Projected											
Academic Yr							**Summer**				
Minimum	**Mon-Thur**	**Friday**	**Saturday**				**Mon-Thur**	**Friday**	**Saturday**		
Revenue	**142**	**34**	**34**	**Total**			**24**	**6**	**6**	**Total**	
Cable Car	$ 28,400	$ 2,210	$ 2,210	**$ 32,820**		Cable Car	$ 1,560	$ 390	$ 390	**$ 2,340**	
Fabuloso	$ 28,400	$ 5,950	$ 5,950	**$ 40,300**		Fabuloso	$ 4,200	$ 900	$ 900	**$ 6,000**	
Jazzland	$ 38,340	$ 7,650	$ 2,210	**$ 48,200**	@65	Jazzland	$ 2,400	$ 450	$ 300	**$ 3,150**	@50
	$ 34,790	$ 6,630	$ 2,176	**$ 43,596**	@65		$ 2,040	$ 360	$ 300	**$ 2,700**	@50
	$ 31,950	$ 5,950	$ 2,210	**$ 40,110**	@65		$ 1,800	$ 300	$ 300	**$ 2,400**	@50
Perry's Joint	$ 14,200	$ 1,700	$ 1,700	**$ 17,600**		Perry's Joint	$ 1,200	$ 150	$ 150	**$ 1,500**	
Supercrown	$ 35,500	$ 5,950	$ 2,550	**$ 44,000**		Supercrown	$ 4,200	$ 900	$ 300	**$ 5,400**	

	Grand T.	**W/Bonus**
Cable Car	**$ 35,160**	
Fabuloso	**$ 46,300**	
Jazzland	**$ 51,350**	**$ 56,350**
	$ 46,296	**$ 51,296**
	$ 42,510	**$ 47,510**
Perry's Joint	**$ 19,100**	
Supercrown	**$ 49,400**	

DATE: June 24, 1999 **B2**

TO: Board of Trustees

From: Dr. Philip R. Day Jr., Chancellor

SUBJECT: GENERAL FUND
Authorization for a General Fund Modification for Special Services Contract
(Resolution No. 990624 - B2)

	ORIGINAL RESOLUTION NUMBER	GRANT OR/ CONTRACTOR	CONTRACT DATE	ORIGINAL CONTRACT AMOUNT	CHANGE	NEW TOTAL NOT TO EXCEED	COMMENTS; ORIGINATOR
A	SCT	990429-B6	March 15 1999, through June 30, 1999	$35,500	Extend through December 31, 1999; Add $64,500	$100,000	Modification of total hours from 92 to 500 to reflect technical support needed for upgrade to Banner version 3; Mamie How
B	032599-B5 980917-B4	Development Institute, Inc. for services of Dr. L. Denton Crews	August 15, 1998-June 30, 1999	$105,000	$24,000 **TOTAL - $88,500**	$129,000	To contract with Development Institute, Inc. for Dr. L denton Crews. Orginator: James Kendrix

RECOMMENDATION:

RESOLVED: That the Board authorizes the specified amendments to the resolutions as indicated in table, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: April 24,1999 **B3**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: **Approval of Special Personnel Services Contracts (Resolution No: 990624-B3)**

BACKGROUND INFORMATION:

By Resolution No. 980326-B1, the Board of Trustees authorized a contract extension with STRATA Information Group (SIG) for special services to assist in the implementation of Banner Software at a cost not to exceed $400,000 for the period from July 1, 1998 through June 30, 1999. By Resolution No. 990429-B2, the Board of Trustees approved an amendment to the original contract at a cost not to exceed $434,000. SIG has been providing special services related to the implementation of the Banner software since June 1996, in particular the Banner Student and the Banner Financial Aid modules. The Student module has been in production since Spring 1998 and Financial Aid since Fall 1998. During the past fiscal year, SIG has provided the technical expertise in troubleshooting and resolving issues related to the implementation of the new system to create a more stable operating environment. The services of SIG are required through December 1999 to ensure the successful upgrade of the current version of Banner from 2.1 to version 3. Because City College has made heavy modifications to the baseline Banner product due to local needs, and because there is insufficient management staffing in ITS, technical consulting services are required. ITS is in the process of recruiting to address the management shortage.

The cost of this contract is covered by the ITS Department's general fund budget, partially from offset with salary savings. The college needs to ensure that the implementation of the Banner upgrade proceeds on schedule to meet Y2K compliance.

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RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to augment the contract with Strata Information Group for special services related to the upgrade of the Banner software to City College of San Francisco for the period from July 1, 1999 through December 31, 1999 for a contract extension cost not to exceed $216,500, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Mamie How, Originator

06/24/99 - B3 page 2

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: June 24, 1999 **B4**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Adoption of Tentative 1999-2000 Budget
(Resolution B4)

Attached for your review and approval, is the **Tentative Budget for 1999-2000**. The actual budget resolution that the Board is being asked to approve is also included within the **attached budget document** (see page 25). This is consistent with the California Code of Regulations which requires that the Board adopt a tentative budget by June 30 and a final budget no later than September 15th. It is also consistent with the resolution that is typically passed each June for the following year's budget.

I call your attention to the **Chancellor's Budget Message** which summarizes both the approach we followed in developing the budget (piloting the new planning and budgeting system) and the final version of the budget that is being recommended for consideration at this point. Once the final deliberations of the legislature and Governor are completed, we will resubmit a final budget for your consideration.

Thank you for your consideration and I recommend approval of the attached.

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: June 24, 1999 **B5**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Transfer of Restricted Funds Authorization to Transfer for Restricted to capital Outlay. (Resolution No.: 990624-B5)

BACKGROUND INFORMATION:

The College received a $2.9 million allocation for one-time Block Grant Funds for the 97-98 fiscal year to be utilized for the following types of expenditures (Fund 123845):

- Instructional Equipment and Supplies
- Library Books and equipment
- Scheduled Maintenance
- Technology for student use or to directly serve students

The funds were distributed to instructional and student service departments with the requirement expenditures must be completed within a two-year period ending June 30, 1999. Of the initial award to the College, $951,128 is still available at this time. This balance is available because not all of the original amount was allocated, and because of a prior decision to shift instructional equipment purchases to a different grant.

It is recommended that these available funds be transferred to the Capital Outlay Project for building the technology infrastructure for the College's campus locations. The total cost of this project is estimated at to cost approximately $20 million of which $16.5 million will be provided by the Bond proceeds. Unused additional one-time Block Grant Funds, as well as scheduled maintenance funds and private financing will also be needed to fund this project.

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Completion of the technology infrastructure will enhance the educational opportunities the College Provides at all of its campuses. During fiscal year 1998-99, the College allocated approximately $5.7 million for instructional equipment from all sources combined.

RECOMMENDATION:

RESOLVED: That authorization is hereby granted to transfer $951,128 in one-time unspent Block Grant Funds (Fund 123845) to the Capital Outlay Fund to help fund the Technology Infrastructure Project (fiber wiring for campus locations), and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee is hereby authorized to execute any and all documents on behalf of the College to effectuate this resolution.

James Kendrix, Originator

06/24/99 - B5 page 2

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **B6**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: **CAPITAL OUTLAY**
Approval of Special Personnel Services Contracts.
(Resolution No: 990624-B6)

BACKGROUND INFORMATION:

Angus-Hamer Networking has been providing network consulting services for City College since 1996, both in the area of operational technical consulting to the Information Technology Services Department (ITS) on the college's wide area network (WAN), and in designing the new network infrastructure. Last fall the Board contracted with Angus-Hamer Networking to produce the comprehensive CCSF network survey, which is the college's plan for building the new network infrastructure. The ITS department needs Angus-Hamer to continue to provide operational technical support to the ITS Department for the College's wide area network for fiscal year 1999-2000.

The cost of the contract, $101,000 is covered by the ITS Department's general fund budget.

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RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to extend the contract with Angus Hamer Networking to provide operational technical support to the ITS Department for the wide area network of City College of San Francisco for the period from July 1 , 1999 through June 30, 2000 for a total contract cost not to exceed $101,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Mamie How, Originator

06/24/99 - B6 page 2

DATE: June 24, 1999

B7

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: CAPITAL OUTLAY
Authorization for seven Contract Modification(s) totaling $192,035.09 for Special Services and Construction Contracts
(Resolution No. 990624-B7)

BACKGROUND INFORMATION:

	ORIGINAL RESOLUTION NUMBER	GRANTOR/ CONTRACTOR	ORIGINAL CONTRACT AMOUNT	PREVIOUS CONTRACT MODIFICATION AMOUNT	REQUESTED CONTRACT MODIFICATION AMOUNT	NEW CONTRACT AMOUNT	COMMENTS
A	980430-B28 Cloud Hall Remodel for Allied Health	A.R. Construction (General Contractor)	$4,706,000.00	$221,841.02	CM #8 - $104,111.00	$5,031,952.02	CO #9 & #10 for field changes due to the unforeseen site conditions.
B	991028-B6 Central Shops & Warehouse Facilities	Acres Inc., (Civil Engineering)	$6,750.00	$0.00	CM #1 - $7,800.00	$14,550.00	Topographic survey of project site and set new field control
C	981029-B1 Cloud Hall Underground Storage Tank Removal & Replacement	Bay Pacific Pipelines (General Contractor	$141,000.00	$25,286.79	CM #3 - $16,124.09	$182,410.88	CO #3; $1,000 for UST Temporary Closure; $13,641 for Remove & dispose contaminated soil; $1,300 for 12" concrete casing; $$1,980 for fuel lines concrete encasement; ($1,800) for reuse existing pipeline; $3.09 for previous COs adjustment.
D	980917-B6 Cloud Hall Remodel for Allied Health	Signet Testing Labs, Inc., (Testing & Inspection Lab)	$10,000.00	$0.00	CM #1 - $5,000.00	$15,000.00	Additional field material testing and inspection require by Office of Regulatory Services

	ORIGINAL RESOLUTION NUMBER	GRANTOR/ CONTRACTOR	ORIGINAL CONTRACT AMOUNT	PREVIOUS CONTRACT MODIFICATION AMOUNT	REQUESTED CONTRACT MODIFICATION AMOUNT	NEW CONTRACT AMOUNT	COMMENTS
E	990128-B5 Central Shops & Warehouse Facilities	Geo Resource (Soil Engineering)	$10,000.00	$0.00	CM#1 - $10,000.00	$20,000.00	Pile lateral loads calculation, update foundation and gas mitigation system to conform current building code and seismic criteria requirement.
F	950622-B9 Architectural Barrier Removal, Alemany Campus Elevator	Logan Hoppper Associates (Architect)	$20,000	$0.00	CM #1 - $40,000.00	$60,000.00	Accessibility survey and architectural services for Alemany Campus building
G	971030-B16 Batmale Hall Penthouse Roof Enclosure	Kendall Young Associates (Project Architect)	$25,000.00	$5,000.00	CM #2 - $3,000.00	$33,000.00	Review existing mechanical drawings and provide a phasing analysis for the mechanical equipment replacement.
H	990225-B5 Visual Arts Air Correction	YAMAS Control, Inc., (Mechanical Contractor)	$50,100.00	$10,400.00	CM #2 - $6,000.00	$71,500.00	Additional HVAC, Zone-B, handling unit control device replacement work.
				Total	**$192.035.09**		

RECOMMENDATION:

RESOLVED : That the Board authorizes the specified amendments to the resolutions as indicated in the table, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

CITY COLLEGE OF SAN FRANCISCO
50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: June 24, 1999 **B8**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract
(Resolution No. 990624 - B8)

BACKGROUND INFORMATION:

Project: John Adams Campus Wrought Iron Fence Replacement

The District received several qualified bid proposals, including Minority Business Enterprise firms and the District wishes to contract with Golden Bay Fence Plus Iron Works Inc., the lowest responsible bidder, for the project: John Adams Campus Wrought Iron Fence Replacement, at a cost of $43,606. This Project includes removal and replacement the existing perimeter iron fence along the Ashbury Street and Hayes Street.

This project is funded by $15,000 from the Mayor's Office Community Development Grant, and $28,606 is funded by Prop A Bond Funds.

RECOMMENDATION:

RESOLVED: That authorization be given to award a construction contract Golden Bay Fence Plus Iron Works, Inc., the lowest responsible bidder for the Project: John Adams Campus Wrought Iron Fence Replacement, located at the John Adams Campus, for a cost of $43,606. This contract will be completed on or before December 31, 1999.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

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DATE: June 24, 1999 **B9**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: **CAPITAL OUTLAY**
Authorization to Award Construction Contract
(Resolution No. 990624-B9)

BACKGROUND INFORMATION:

Project: Library Learning Assistance Computer Classroom

The District received several qualified cost proposals from Contractors, including Minority Business Enterprise firms and the District wishes to contract with Adolph Schmidt General Construction, Inc., for the project: Library Learning Assistance Computer Classroom. This project consists of adding sprinkler heads, relocating and rewiring ceiling fixtures and tiles, and extending existing carrel electrical wiring at Library Learning Assistance Department.

The project is funded by Partnership For Excellence grant, and to be charged to UPFX-6430-6020-6110-C.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with Adolph Schmidt General Construction, Inc., at a cost of $6,420, to be completed on or before December 31, 1999, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

06/24/99 - B9

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50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **B10**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services
(Resolution No. 990624 - B10)

BACKGROUND INFORMATION:

Project: Mission Theater Building Seismic Evaluation

The District wishes to contract with SOHA Engineers, a certified Minority Business Enterprise firm, to provide structural engineering services, for the Project: Mission Theater Building Seismic Evaluation for the future Mission Campus. The scope of work will include: inspect the existing facilities' physical condition; verify buildings' in-place construction conformity to the existing design drawings; evaluate each building's structural lateral-load-resisting system; identify any structural elements/connections/supports that fail to meet FEMA-178 requirement; develop a conceptual seismic strengthening scheme; and provide an order-of-magnitude construction cost estimate.

The cost for this contract will be charged to Proposition A bond funds.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with SOHA Engineers, for special services and advice to provide the District with structural engineering services, for the Project: Mission Theater Building Seismic Evaluation for the future Mission Campus at a cost of $12,420, to be completed on or before December 31, 1999, and

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FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

06/24/99 - B10 page 2

CITY COLLEGE OF SAN FRANCISCO
50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: June 24, 1999 **B11**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Construction Contract
(Resolution No. 990624 - B11)

BACKGROUND INFORMATION:

Project: Shops & Warehouse Facilities Rescope
(Bid is due on 06/17/99 4:00 p.m.)

The District received several qualified bid proposals, including Minority Business Enterprise firms and the District wishes to contract with _____, the lowest responsible bidder, for the project: Shops & Warehouse Facilities Rescope, at a cost of $_____. This Project includes construction of a new 17,000 square foot Central Shops Facility, consisting of two buildings. The site is adjacent to the lower playing field at the Phelan Campus. The building will include new shops for gardeners, locksmith, carpentry, machine and plumbing, electrical, and gas mitigation of methane gas found in the soil. The project will also include an ancillary storage building, paved parking and related site work. The project further includes remodeling the existing Warehouse Facility at 1960 Carroll Avenue, San Francisco. This consists of structural reinforcement work, accessibility improvements, modifications to the property line wall, and fire protection system.

This project is 100% funded by State Capital Outlay Fund.

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RECOMMENDATION:

RESOLVED: That authorization be given to award a construction contract _____, the lowest responsible bidder for the Project: Shops & Warehouse Facilities Rescope, located at Phelan Campus and 1960 Carroll Avenue, for a cost of $_____. This contract will be completed on or before December 31, 2000.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

CITY COLLEGE OF SAN FRANCISCO
50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **B11a**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: CAPITAL OUTLAY
Authorization to Award Special Services
(Resolution No. 990624 - B11a)

BACKGROUND INFORMATION:

Project: Chinatown Columbo Building Seismic Evaluation

The District wishes to contract with SOHA Engineers, a certified Minority Business Enterprise firm, to provide structural engineering services, for the Project: Chinatown Columbo Building Seismic Evaluation for the future Chinatown Campus. The scope of work will include: inspect the existing facilities' physical condition; conduct a dimensional survey; evaluate building's structural lateral-load-resisting system in accordance with the design provisions of CBC95; identify any structural elements/connections/supports that will need strengthening to meet the design requirements of CBC95; develop a conceptual seismic strengthening scheme; and provide an order-of-magnitude construction cost estimate. This work is necessary because the request for a State funded campus building must include a cost estimate and outline specification for the improvement work.

The cost for this contract will be charged to Proposition A bond funds.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with SOHA Engineers, a Minority Business Enterprise, for special services and advice to provide the District with structural engineering services, for the Project: Chinatown Columbo Building Seismic Evaluation for the future Chinatown Campus at a cost of $17,390, to be completed on or before December 31, 1999, and

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FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter A. Goldstein, Originator

06/24/99 - B11a page 2

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24,1999 **B12**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: **GRANTS**
Approval of Special Services Contract
(Resolution No.990624 - B12)

BACKGROUND INFORMATION:

The Hiring Hall Project of City College of San Francisco, is a partnership between CCSF & Local 2, Union of Hotel and Restaurant Employees and The SF Multi-Employer Group. It was established to train hotel employees through short-term, on site training courses at hotels. The project would like to contract with Local 2 to provide translators for the Spanish and Cantonese speaking students that are enrolled in the Hiring Hall classes. This contract would begin on June 1 and continue until August 31, 1999 for a total not to exceed $12,000. Funding: 123326-7176-5190-0500-N. The Hiring Hall Project, a grant form The Chancellor's Office, California Community Colleges.

RECOMMENDATION:

RESOLVED: That authorization be given to enter into a service agreement with Local 2 to provide translators for the Spanish and Cantonese speaking students that are enrolled in the Hiring Hall Project courses, for the period June 1 through August 31, 1999, total not to exceed $12,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Phyllis G. McGuire, Originator

06/24/99 - B12 page 1

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DATE: June 24, 1999 **B13**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Authorization to submit an application and appropriate funds received
(Resolution No.990624 - B13)

BACKGROUND INFORMATION:

Since FY 1983-84, The Private Industry Council of San Francisco (PIC) has funded job preparation programs at the John Adams Campus, which include participant recruitment and selection, testing, employment counseling, classroom training, support services and job placement. For the period July 1, 1999 through June 30, 2000, CCSF would like to enter into agreements with PIC to provide the above training and services to Title III-Dislocated Workers and Title-IIA-Basic Adult Participants. Funding for these agreements between CCSF and PIC is under (1) Job Training and Partnership Act (JTPA)/Title III Economic Dislocation Workers Adjustment Assistance (EDWAA) funds for an amount not to exceed $102,250 and (2) (JTPA)/Title IIA Basic Adult funds for an amount not to exceed $29,532.

Federal Income from Local Sources:

Private Industry Council

JTPA/Title III (EDWAA) Allocation	$102,250
JTPA/Title IIA Basic Adult Allocation	$ 29,532

Expenditures:

	Title III	Title IIA
Academic Salaries	$23,779	
Classified Salaries	36,798	$21,875
Employee Benefits	10,839	5469
Supplies and Materials	12,364	
Other Outgo	10,896	
Indirect Costs	7574	2188
Totals	$102,250	$29,532

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RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to (1) submit an application for funds and (2) appropriate all funds receivable upon approval by the Private Industry Council of San Francisco to conduct an Occupational program under the provisions of the Job Training and Partnership Act for the period July 1, 1999 through June 30, 2000 for an amount not to exceed $102,250 from Title III and $29,532 from Title IIA, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Phyllis G. McGuire, Originator

06/24/99 - B13 page 2

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **B14**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANT
Authorization to submit an application for funds and appropriate all funds receivable.
(Resolution No. 990624-B14)

BACKGROUND INFORMATION:

The Bureau of State Preschool Education, Child Development Programs, California Department of Education has again requested that City College of San Francisco apply for funds to continue the existing State Preschool Full-Day Program through 1999-2000. Funding for 1998-99 totaled $918,216 and the request for 1999-2000 totals $918,216. The purpose of the State Preschool Full-Day Program is to provide full-day educational opportunities for low income families with children 3-5 years of age. Families must meet the state guidelines for certification. No general fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the State Preschool Full-Day Education Program for the fiscal year 1999-2000. Total funding is not to exceed to $918,216 ,and

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FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Sandra Handler, Originator

06/24/99 - B14 page 2

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **B15**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: **Authorization to submit an application for funds and appropriate all funds receivable.**
(Resolution No. 990624-B15)

BACKGROUND INFORMATON:

The Bureau of Child Care and Development Block Grant, California Department of Education has requested that City College of San Francisco apply for funds to continue the expansion child care and development services at Grace Child Development Center through 1999-00. Funding for 1998-99 totaled $23,211 and the request for 1999-00 totals $23,211. No general fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the Child Care and Development Block Grant for the fiscal year 1999-00. Total funding is not to exceed to $23,211, and

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FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Sandra Handler, Originator

06/24/99 - B15 page 2

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **B16**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANT
Authorization to receive a resource grant.
(Resolution No. 990624 - B16)

BACKGROUND INFORMATON:

The California Department of Education, Child Development Division, has notified the Child Development and Family Studies Department that it is eligible to receive a resource grant of $1,720. The award specifies that the grant is to be used for equipment or staff training for the school-age program at Grace Child Development Center and is in effect from May 1, 1999 through June 30, 2000. No general fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to accept funds in the amount of $1,720 for equipment or staff training for Grace Child Development Center, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Sandra Handler, Originator

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DATE: June 24, 1999 **B17**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: GRANTS
Authorization to modify eight existing Grants totaling $151,425.
(Resolution No. 990624 - B17)

	ORIGINAL RESOLUTION NUMBER	GRANTOR/ CONTRACTOR	CONTRACT DATE	ORIGINAL CONTRACT AMOUNT	CHANGE	NEW TOTAL NOT TO EXCEED	COMMENTS; ORIGINATOR
A	980528-B28	All Star Telecom	May 29, 1998 through July 31, 1998	$102,000	+$43,000	$145,000	Modification of Contract amount (add $43,000) due to additions in scope of work – additional work for conduit into Batmale Hall computer room. Modification of original date of completion to August 31, 1999 as work was begun last summer due to hold up of bond funding. Modification of funding source, original - GO Bonds, new - Block Grant Instructional Equipment and Infrastructure Funds. Originator: Mamie How
B	980226-B6 990128-B11	Dolby Laboratories, Inc.	Jan. 2, 1998-June 30, 1999	$ 46,400 +$13,500	+$3,525	$63,425	Increase training services. Originator: Judy Teng

	ORIGINAL RESOLUTION NUMBER	GRANTOR/ CONTRACTOR	CONTRACT DATE	ORIGINAL CONTRACT AMOUNT	CHANGE	NEW TOTAL NOT TO EXCEED	COMMENTS; ORIGNINATOR
C	981029-B7 990325-B25	California Community Colleges/ Economic Development/Job Development Incentive Training Fund/ Joan Ortega	Oct. 1, 1998- Dec.31, 1999	$20,000	+$10,000	$30,000	To extend dates. No change in duties. To be funded by grant renewal. Originator: Phyllis G. McGuire
D	970731-B4	SF Mayor's Office of Community Development/ Garment 2000	July 1, 1998- June 30, 2000	$150,000	-$10,000	$140,000	To extend dates; decrease amount of grant. Originator: Phyllis G. McGuire
E	980625-B21 980827-B10 990128-B11	Dept. of Labor/ Yim Yi Lee	Aug. 1, 1998- May 31, 1999	$22,500	+$2,500	$25,000	To extend dates. No change in duties. Originator: Phyllis G. McGuire
F	990527-B8	Yosemite Community College District	July 1, 1999 – June 30, 2000	$60 per course unit & $25 reimbursement for books	$60 per course including reimbursement for books (total depends on number of students enrolled)		$60 per course including reimbursement for books. Originator: Sandra Handler

	ORIGINAL RESOLUTION NUMBER	GRANTOR/ CONTRACTOR	CONTRACT DATE	ORIGINAL CONTRACT AMOUNT	CHANGE	NEW TOTAL NOT TO EXCEED	COMMENTS; ORIGNINATOR
G	990325-B21	California Dept. of Education	July 1, 1998 – June 30, 1999	$1,094,900	+$92,400	$1,187,300	To appropriate grant augmentation of the base grant (+$3,500), ABE (+$4,900), and ESL (+ $84,000) allocations and extend the contract ending date to August 31, 1999. Originators: Gary Tom and Terry Pon
H	970626-B17	Marvin Bobes	Fiscal Year 1999-2000	$45,000	0	$45,000	Services continual per NCBC Grant Renewal. Originator: Robert Manlove
					TOTAL - $ 151,425		

RECOMMENDATION:

RESOLVED: That the Board authorizes the specified amendments to the resolutions as indicated in table, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **B18**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Appropriating $553,704 for the Federal Work-Study Program of the City College Student Financial Aid Program, Fiscal year 1999-2000. (Resolution No. 990624-B18)

BACKGROUND INFORMATION:

The U.S. Department of Education has allocated an award of $553,704 for the operation of the Federal Work-Study Program at City College of San Francisco. The purpose of the program is to offer students with great financial need, financial aid in the form of employment so that they may continue their education.

The College has in the past offered a portion of the Work-Study allocation to off-campus agencies so that students can get experience working in the community. Since the 1994-1995 academic year, all institutions of higher education with Title IV programs have been mandated to allocate 5% of the Federal Work-Study to community services with 75% from the federal government, 15% matching district funds and 10% matching community service agency funds.

The total amount available for the program is $738,272 and the source of funding is as follows:

Total Revenues	
Federal Revenues	
U. S. Department of Education	
Federal Work-Study Credit Program	$553,704
Local Revenues	
SFCCD Institutional Match	$184,568
Total	$738,272

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Expenditures

Federal Work-Study Credit Program		$738,272
Federal Work-Study Program(CFDA# 84:033)		
On-Campus Program		
Dept. of Education Contribution	(75%)	$526,018
College Contribution	(25%)	175,340
		$701,358
Community Service Program		
Dept. of Education Contribution	(75%)	$ 27,686
College Contribution	(15%)	5,537
Community Service Contribution	(10%)	3,691
		$ 36,914
Total Program Cost		$738,272

The SFCCD matching cash contribution of $184,568 will be budgeted in U-4900-7560-6720-S and transferred out to Financial Aid Fund.

RECOMMENDATION:

RESOLVED: That in accordance with the California Administrative Code, Title 5, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made in the Student Financial Aid Fund to cover the following project for the period July 1, 1999 through June 30, 2000.

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for 1999-2000 by cash receipts or allocations from United States of America and/or the State of California or by amounts carried over from the prior fiscal year, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee, are hereby authorized to execute all documents necessary to record the appropriation and to submit any and all reports requested by the U.S. Department of Education in the administration of said program.

Mira Sinco ,Originator

06/24/99 - B18 page 2

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **B19**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Appropriating all funds receivable for the Federal Pell Grant Program of the S.F. Community College Campuses Financial Aid Program for the Fiscal Year 1999-2000 (Resolution No. 990624-B19)

BACKGROUND INFORMATION:

In the Federal Pell Grant Program, students obtain applications at high schools, libraries, post offices, and at postsecondary institutions. Students then submit the completed application to a Federal Student Aid Processor for processing. The approved application, then called a Student Aid Report, (SAR), is sent to the student for submission by the student to the Financial Aid Office of the postsecondary institution of his or her choice. The institution cannot control or predict with accuracy the number of students who may submit SARs.

Beginning in 1980-81, the U.S. Department of Education changed its allocation procedures. To ration the fund more efficiently, the initial allocation is only a portion of the estimated need, making a supplemental submission of SAR documents necessary. These documents are submitted by S.F. Community College Campuses to the Department of Education as the method of requesting additional funding.

There is no District matching contribution required for this Pell Grant Program.

SFCCD does not apply for the funds; it is an entitlement program. It is requested that all funds receivable in this program for the fiscal year 1999-2000 be appropriated on a blanket basis.

RECOMMENDATION:

RESOLVED: That in accordance with Title 5, Code of California Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made in the Student Financial Aid Fund to cover the following project for the period July 1, 1999 to June 30, 2000 in the amount of the allocation contained in the U.S. Department of Education Official Authorization Letter(s).

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Federal Revenues
U.S. Department of Education
Federal Student Financial Aid Program
Federal Pell Grant Program, CFDA $500,000

Expenditures
San Francisco Community College Campuses
Federal Pell Grant Program $500,000

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for 1999-2000 by cash receipts or allocations from United States of America and/or the State of California or by amounts carried over from the prior fiscal year.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record this appropriation and to submit any and all reports required by the U.S.Department of Education in the administration of said program.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to deposit to and expend from a separate commercial bank account at the Wells Fargo Bank, the amounts appropriated and budgeted for this program in accordance with the federal regulations of the program.

06/24/99 - B19 page 2

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **B20**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: **GRANT**
Appropriating $34,278 for the Federal Supplemental Educational Opportunity Grant Program of the Community College Campuses Student Financial Aid Program, Fiscal Year 1999-2000.
(Resolution No. 990624-B20)

BACKGROUND INFORMATION:

The U.S. Department of Education has allocated an award of $34,278 for the operation of the Federal Supplemental Educational Opportunity Grant Program at the Community College Campuses for 1999-2000. The purpose of this program is to offer students with financial need, financial assistance in the form of grants, which need not be repaid, so that they may continue their college education.

For the Federal Supplemental Educational Opportunity Grant Program, the maximum Federal share of awards that an institution makes will be 75% of the amount of those grants.

The total amount available for the program is $45,704 and the sources of funding are as follows:

Total Revenues	
Federal Revenues	
U.S. Department of Education Federal Supplemental Educational Opportunity Grant	$34,278
Local Revenues	
SFCCC Institutional Match	11,426
Total	$45,704

06/24/99 - B20 page 1

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Expenditures

Federal Supplemental Educational Opportunity Grant Non-credit		$45,704
U.S. Department of Education (CFDA #84:007)		
Federal Supplemental Educational Opportunity Grant	75%	$34,278
Required Institutional Match		
Matching Contribution Student Financial Aid	25%	$11,426
Total Program Cost		$45,704

The SFCCD matching cash contribution of $11,426 will be budgeted in U-4900-7560-6720-S and transferred out to Financial Aid Fund.

RECOMMENDATION:
RESOLVED: That in accordance with Title 5, Code of California Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made in the Student Financial Aid Fund to cover the following project for the period July 1, 1999 to June 30, 2000,and

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for 1999-2000 by cash receipts or allocations from United States of America and/or the State of California or by amounts carried over from the prior fiscal year.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee, are hereby authorized to execute all documents necessary to record this appropriation and to submit any and all reports required by the U.S. Department of Education in the administration of said program.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to deposit to and expend from a separate commercial bank account at the Wells Fargo Bank, the amounts appropriated and budgeted for this program in accordance with the federal regulations of the said program.

Mira Sinco, Originator

06/24/99 - B20 page 2

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 3, 1999 **B21**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: **GRANT**
Appropriating $420,000 for the Cal Grant Program of the City College Financial Aid Program for the Fiscal Year 1999-2000
(Resolution No. 990624-B21)

BACKGROUND INFORMATION:

In the California Grant Program, students are awarded Cal Grant B or Cal Grant C based on the information in their application for Federal Student Aid and the students' grade point average. The new students are sent a California Aid Report (CAR). The Student Aid Commission notifies the postsecondary institution of the maximum award per student per school year. The institution cannot control or predict with accuracy the number of students who may receive Cal Grant B or Cal Grant C at CCSF.

Beginning with the fiscal year 1994-95, the California Student Aid Commission is changing its allocation procedures. To allocate the funds more efficiently, an initial allocation representing a portion of the estimated need, is made to the institution, making a supplemental submission of California Student Aid Commission documents necessary. These documents are submitted by City College of San Francisco to the California Student Aid Commission as the method of requesting additional funding.

There is no District matching contribution required for this Cal Grant Program.

SFCCD does not apply for the funds; it is an entitlement program. It is requested that all funds receivable in this program for the fiscal year 1999-2000 be appropriated on a blanket basis.

RECOMMENDATION:

RESOLVED: That in accordance with Title 5, Code of California Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made in the Student Financial Aid Fund to cover the following project for the period July 1, 1999 to June 30, 2000 in the amount of the allocation contained in the California Student Aid Commission Official Authorization Letter(s).

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State of California Revenues

California Student Aid Commission Cal Grant Program	$420,000

Expenditures

City College of San Francisco Cal Grant Program	$420,000

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for 1999-2000 by cash receipts or allocations from United States of America and/or the State of California or by amounts carried over from the prior fiscal year.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record this appropriation and to submit any and all reports required by the California Student Aid Commission in the administration of said program.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to deposit to and expend from a separate commercial bank account at the Wells Fargo Bank, the amounts appropriated and budgeted for this program in accordance with the state regulations of the program.

Mira Sinco ,Originator

06/24/99 - B21 page 2

CITY COLLEGE OF SAN FRANCISCO
50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **B22**

TO: Board of Trustees

FROM: Dr. Philip R. Day., Chancellor

Subject: **GRANT**
Appropriating $14,572 for the Federal Work-Study Program of the Community College Campuses Student Financial Aid Program, Fiscal year 1999-2000
(Resolution No. 990624-B22)

BACKGROUND INFORMATION:

The U.S. Department of Education has allocated an award of $14,572 for the operation of the Federal Work-Study Program at the Community College Campuses. The purpose of the program is to offer students, with great financial need, financial aid in the form of employment so that they may continue their education.

The Campuses have in the past offered a portion of the Work-Study allocation to off-campus agencies so that students can get experience working in the community. Since the 1994-1995 academic year, all institutions of higher education with Title IV programs have been mandated to set aside 5% of the total Federal Work-Study allocation for community services, to be prorated as follows: 75% from the federal government, 15% matching district funds and 10% matching community service funds.

The total amount available for the program is $19,429 and the source of funding is as follows:

Revenues

Federal Revenues	
U. S. Department of Education	
Federal Work-Study Noncredit Program	$14,572
Local Revenues	
SFCCD Institutional Match	4,857
Total	$19,429

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Expenditures

Federal Work-Study Noncredit Program		$19,429
Federal Work-Study Program(CFDA# 84:033)		
On-Campus Program		
Dept. of Education Contribution	(75%)	$13,844
Campuses Contribution	(25%)	4,614
		$18,458
Community Service Program		
Dept. of Education Contribution	(75%)	$ 728
Campuses Contribution	(15%)	146
Community Service Contribution	(10%)	97
		$ 971
Total Program Cost		$19,429

The SFCCD matching cash contribution of $4,857 will be budgeted in U-4900-7560-6720-S and transferred out to Financial Aid Fund.

RECOMMENDATION:

RESOLVED: That in accordance with the California Administrative Code, Title 5, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made in the Student Financial Fund to cover the following project for the period July 1, 1999 through June 30, 2000,and

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for 1999-2000 by cash receipts or allocations from United States of America and/or the State of California or by amounts carried over from the prior fiscal year,and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record the appropriation and to submit any and all reports requested by the U.S. Department of Education in the administration of said program.

Mira Sinco, Originator

06/24/99 - B22 page 2

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **B23**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANT
Appropriating $118,664 for the Federal Perkins Loan Program of the City College Student Financial Aid Program, Fiscal Year 1999-2000.
(Resolution No. 990624-B23)

BACKGROUND INFORMATION:

The U.S. Department of Education has allocated to the City College of San Francisco the amount of $118,664 for the operation of the Federal Perkins Loan Program for fiscal year 1999-2000. The purpose of the program is to offer loans to students who show financial need while attending City College. The loans are interest-free while students carry at least a half-time academic load at City College. The repayment period of the Federal Perkins Loan begins nine months after students cease to carry at least a half-time academic load at City College. For Direct Loans made before October 1, 1980, the repayment period begins 9 months after the borrower ceases to be at least a half-time student. For Direct Loans made on or after October 1, 1980, the repayment period begins 6 months after the student ceases to be at least a half-time student. Interest rates charged on the unpaid balance of a Perkins Loan vary according to the date on which the loan was made. For loans made:

*before July 1, 1981,	3 percent per year
*between July 1, 1981 and September 30, 1981,	4 percent per year
*on or after October 1, 1981	5 percent per year

This program, previously known as National Defense Student Loan Program and then National Direct Student Loan Program, has been in operation since 1958.

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The total program cost is $158,219 and the sources of funding are as follows:

Revenues

Federal Revenues	
U.S. Department of Education	
Federal Perkins Loan Program	$118,664
Local Revenues	
SFCCD - Institutional Match	39,555
Total	$158,219

Expenditures

Federal Perkins Loan Program	$158,219

U.S. Department of Education(CFDA# 84:038)	
Federal Perkins Loan Program	118,664
Required Institutional Match	
Cash Contribution:	
Student Financial Aid	39,555
Total Program Cost	$158,219

The SFCCD matching cash contribution of $39,555 will be budgeted in U-4900-7560-6720-S and transferred out to Financial Aid Fund.

RECOMMENDATION:

RESOLVED: That in accordance with Title 5, Code of California Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made in the Student Financial Aid Fund to cover the following project for the period July 1, 1999 to June 30, 2000, and

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for 1999-2000 by cash receipts or allocations from United States of America and/or the State of California or by amounts carried over from the prior fiscal year, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record this appropriation and to submit any and all reports required by the U.S. Department of Education in the administration of said program, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to deposit to and expend from a separate commercial bank account at the Wells Fargo Bank, the amounts appropriated for this program in accordance with the federal regulations of the program.

Mira Sinco, Originator

06/24/99 - B23 page 3

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **B24**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: **GRANT**
Appropriating $4,000 for the Cal Grant Program of the S.F. Community College Campuses Financial Aid Program for the Fiscal Year 1999-2000.
(Resolution No. 990624-B24)

BACKGROUND INFORMATION:

In the California Grant Program, students are awarded Cal Grant B or Cal Grant C based on the information in their application for Federal Student Aid and the students' grade point average. The new students are sent a California Aid Report (CAR). The Student Aid Commission notifies the postsecondary institution of the maximum award per student per school year. The institution cannot control or predict with accuracy the number of students who may receive Cal Grant B or Cal Grant C at CCSF.

Beginning with the fiscal year 1994-95, the California Student Aid Commission is changing its allocation procedures. To allocate the funds more efficiently, an initial allocation representing a portion of the estimated need, is made to the institution, making a supplemental submission of California Student Aid Commission documents necessary. These documents are submitted by S.F. Community College Campuses to the California Student Aid Commission as the method of requesting additional funding.

There is no District matching contribution required for this Cal Grant Program.

SFCCD does not apply for the funds; it is an entitlement program. It is requested that all funds receivable in this program for the fiscal year 1999-2000 be appropriated on a blanket basis.

BOARD OF TRUSTEES
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DR. PHILIP R. DAY, JR., CHANCELLOR

RECOMMENDATION:

RESOLVED: That in accordance with Title 5, Code of California Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made in the Student Financial Aid Fund to cover the following project for the period July 1, 1999 to June 30, 2000 in the amount of the allocation contained in the California Student Aid Commission Official Authorization Letter(s).

<u>State of California Revenues</u>	
California Student Aid Commission	$4,000
Cal Grant Program	
<u>Expenditures</u>	
S.F. Community College Campuses	$4,000
Cal Grant Program	

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for 1999-2000 by cash receipts or allocations from United States of America and/or the State of California or by amounts carried over from the prior fiscal year.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record this appropriation and to submit any and all reports required by the California Student Aid Commission in the administration of said program.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to deposit to and expend from a separate commercial bank account at the Wells Fargo Bank, the amounts appropriated and budgeted for this program in accordance with the state regulations of the program.

Mira Sinco, Originator

06/24/99 - B24 page 2

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **B25**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: **GRANT**
Appropriating all funds receivable for the Federal Pell Grant Program of the City College Financial Aid Program for the Fiscal Year 1999-2000.
(Resolution No.990624-B25)

BACKGROUND INFORMATION:

In the Federal Pell Grant Program, students obtain applications at high schools, libraries, post offices, and at postsecondary institutions. Students then submit the completed application to a Federal Student Aid Processor for processing. The approved application, then called a Student Aid Report, (SAR), is sent to the student for submission by the student to the Financial Aid Office of the postsecondary institution of his or her choice. The institution cannot control or predict with accuracy the number of students who may submit SARs.

Beginning in 1980-81, the U.S. Department of Education changed its allocation procedures. To ration the fund more efficiently, the initial allocation is only a portion of the estimated need, making a supplemental submission of SAR documents necessary. These documents are submitted by City College of San Francisco to the Department of Education as the method of requesting additional funding.

There is no District matching contribution required for this Pell Grant Program.

SFCCD does not apply for the funds; it is an entitlement program. It is requested that all funds receivable in this program for the fiscal year 1999-2000 be appropriated on a blanket basis.

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DR. PHILIP R. DAY, JR., CHANCELLOR

RECOMMENDATION:

RESOLVED: That in accordance with Title 5, Code of California Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made in the Student Financial Aid Fund to cover the following project for the period July 1, 1998 to June 30, 1999 in the amount of the allocation contained in the U.S. Department of Education Official Authorization Letter(s).

<u>Federal Revenues</u>	
U.S. Department of Education	
Federal Student Financial Aid Program	
Federal Pell Grant Program, CFDA	$6,200,000
<u>Expenditures</u>	
City College of San Francisco	
Federal Pell Grant Program	$6,200,000

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for 1999-2000 by cash receipts or allocations from United States of America and/or the State of California or by amounts carried over from the prior fiscal year.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record this appropriation and to submit any and all reports required by the U.S.Department of Education in the administration of said program.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to deposit to and expend from a separate commercial bank account at the Wells Fargo Bank, the amounts appropriated and budgeted for this program in accordance with the federal regulations of the program.

Mira Sinco, Originator

06/24/99 - B25 page 3

CITY COLLEGE OF SAN FRANCISCO
50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **B26**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANT
Appropriating $657,820 for the Federal Supplemental Educational Opportunity Grant Program of the City College Student Financial Aid Program, Fiscal Year 1999-2000 (Resolution No. 990624-B26)

BACKGROUND INFORMATION:

The U.S. Department of Education has allocated an award of $657,820 for the operation of the Federal Supplemental Educational Opportunity Grants Program at City College for 1999-2000. The purpose of this program is to offer students with financial need, financial assistance in the form of grants, which need not be repaid, so that they may continue their college education.

Effective with fiscal year 1989 (award year 1989-1990), the institution must contribute a certain percentage of the funds awarded to its students under the FSEOG program. The federal share of FSEOG awards for 1999-2000 is 75%.

The 25% non-federal share must come from the institution's own resources, including:

*Institutional Grants and Scholarships
*Tuition and Fee Waivers
*State Scholarships, and
*Foundation or other charitable organization's funds.

The institution may carry out this match in any of three methods:
*On a program level by contributing the required percentage of funds to the program,
*On an aggregate student level by totaling all the sources of non-federal aid made available to all FSEOG recipients and demonstrating that this total meets the required percentage, or
*On an individual student level.

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The total program cost is $877,093 and the sources of funding are as follows:

Revenues		
Federal Revenues		
U.S. Department of Education		
Federal Supplemental Educational Opportunity Grant		$657,820
Local Revenues		
SFCCD Institutional Match		219,273
Total		$877,093
Expenditures		
Federal Supplemental Educational Opportunity Grant Credit Division		$877,093
U.S. Department of Education (CFDA# 84:007)		
Federal Supplemental Educational Opportunity Grant	75%	$657,820
Required Institutional Match		
Matching Contribution Student Financial Aid	25%	$219,273
Total Program Cost		$877,093

The non-federal share matching contribution will be conducted on an aggregate student level by totaling all the sources on non-federal aid made available to all FSEOG recipients and demonstrating that this total meets the required 25% match for the 1999-2000 award year.

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RECOMMENDATION:

RESOLVED: That in accordance with Title 5, California Code of Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made in the Student Financial Aid Fund to cover the following project for the period July 1, 1999 through June 30, 2000,and

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for 1999-2000 by cash receipts or allocations from United States of America and/or the State of California or by amounts carried over from prior fiscal year, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record this appropriation and to submit any and all reports required by the U.S. Department of Education in the administration of said program.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to deposit to and expend from a separate commercial bank account at the Wells Fargo Bank, the amounts appropriated and budgeted for this program in accordance with the federal regulations of the said program.

Originator: Mira Sinco

06/24/99 - B26 page 3

RECOMMENDATION:

RESOLVED: That in accordance with Title 5, California Code of Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made in the Student Financial Aid Fund to cover the following project for the period July 1, 1999 through June 30, 2000,and

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for 1999-2000 by cash receipts or allocations from United States of America and/or the State of California or by amounts carried over from prior fiscal year, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record this appropriation and to submit any and all reports required by the U.S. Department of Education in the administration of said program.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to deposit to and expend from a separate commercial bank account at the Wells Fargo Bank, the amounts appropriated and budgeted for this program in accordance with the federal regulations of the said program.

Originator: Mira Sinco

06/24/99 - B26 page 3

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **B27**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: **GRANT**
Appropriating $34,278 for the Federal Supplemental Educational Opportunity Grant Program of the Community College Campuses Student Financial Aid Program, Fiscal Year 1999-2000.
(Resolution No. 990624- B27)

BACKGROUND INFORMATION:

The U.S. Department of Education has allocated an award of $34,278 for the operation of the Federal Supplemental Educational Opportunity Grant Program at the Community College Campuses for 1999-2000. The purpose of this program is to offer students with financial need, financial assistance in the form of grants, which need not be repaid, so that they may continue their college education.

For the Federal Supplemental Educational Opportunity Grant Program, the maximum Federal share of awards that an institution makes will be 75% of the amount of those grants.

The total amount available for the program is $45,704 and the sources of funding are as follows:

Revenues

Federal Revenues	
U.S. Department of Education Federal Supplemental Educational Opportunity Grant	$34,278
Local Revenues	
SFCCC Institutional Match	$11,426
Total	$45,704

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Expenditures		
Federal Supplemental Educational Opportunity Grant Non-credit		$45,704
U.S. Department of Education (CFDA #84:007)		
Federal Supplemental Educational Opportunity Grant	75%	$34,278
Required Institutional Match		
Matching Contribution Student Financial Aid	25%	$11,426
Total Program Cost		$45,704

The SFCCD matching cash contribution of $11,426 will be budgeted in U-4900-7560-6720-S and transferred out to Financial Aid Fund.

RECOMMENDATION:

RESOLVED: That in accordance with Title 5, Code of California Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made in the Student Financial Aid Fund to cover the following project for the period July 1, 1999 to June 30, 2000,and

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for 1999-2000 by cash receipts or allocations from United States of America and/or the State of California or by amounts carried over from the prior fiscal year,and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record this appropriation and to submit any and all reports required by the U.S. Department of Education in the administration of said program,and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to deposit to and expend from a separate commercial bank account at the Wells Fargo Bank, the amounts appropriated and budgeted for this program in accordance with the federal regulations of the said program.

Mira Sinco, Originator

06/24/99 - B27 page 2

CITY COLLEGE OF SAN FRANCISCO
50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **B28**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: **Approval to pay an honorarium of $7500 to Dr. Bruce Perry, M.D., Ph.D. for guest speaker service for Child Development conference (Resolution No.990624- B28)**

BACKGROUND INFORMATON:

The Child Development and Family Studies Department has scheduled a very special one-day conference on the early development of children and recent brain research. Members of the childcare community of San Francisco, and, in particular, those who are involved in programs working with "at-risk" children, have been invited to attend. Featured speaker for the conference is Dr. Bruce Perry, M.D., Ph.D. a world-renowned expert on the effects of stress on the organization of a child's developing brain. Honorarium is $7500 and will be paid under the Foster Care Education Grant. No general fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to pay an honorarium of $7500 to Dr. Bruce Perry, M.D, Ph.D.from the Foster Care Grant for his services, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Sandra Handler, Originator

06/24/99 B28 page 1

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50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **B29**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: **GRANTS**
Authorization to Apply for and Appropriate Funding for Grant
(Resolution No: 990624-B29)

BACKGROUND INFORMATION:

In March 1999, the California Community Colleges Chancellor's Office awarded Competitive Economic Development funding to the Office of Contract Education for the operation of the Workplace Learning Resource Center (WpLRC). The WpLRC will continue to serve as a regional center for local businesses, government agencies, and community-based programs, job task analysis, skill assessments, basic and life skills, team building, and Vocational English as a Second Language.

The total project costs and the sources of funding are as follows:

Income from State Chancellor's Office	
Economic Development Funds	$ 178,875
Expenditures:	
Academic Salaries	$ 71,472
Classified Salaries	71,308
Employee Benefits	13,564
Supplies and Materials	7,651
Other Operating Expenses & Services	6,000
Capital Outlay	2,000
Indirect Cost	6,880
	$ 178,875

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Matching funds of $178,875 in the form of the Dean and program staffs' salaries and fringes, computer lab facilities and resource materials will serve as match for the project. No cash match is required.

RECOMMENDATION:

RESOLVED: That the District is authorized to 1) submit an application for funds, and 2) appropriate all funds receivable upon approval by the California Community Colleges Chancellor's Office Economic Development Funds for the Workplace Learning Resource Center on behalf of the City College of San Francisco, Office of Contract Education, for the period July 1, 1999 through June 30, 2000, not to exceed $178,875,and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Judy Teng, Originator

06/24/99 - B29 page 2

CITY COLLEGE OF SAN FRANCISCO
50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **B30**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: **GRANT**
Approval of San Francisco International Airport Training Contract
(Resolution No: 990624-B30)

BACKGROUND INFORMATION:
In December 1998, the Board of Trustees approved 981217-B14 for the Office of Contract Education to conduct an external assessment on the Americans with Disability Act (ADA), Diversity and effectiveness of San Francisco International Airport's (SFIA) training program. The evaluation was completed in February 1999 with various recommendations.

The Office of Contract Education has been asked by the SFIA to carry out the first phase of the recommendations in redesigning and conducting ADA training to SFIA employees. The total award for this contract is $80,800.

The total project costs and the sources of funding are as follows:

Income
San Francisco International Airport
$80,800

Expenditures:	
Academic Salaries	$63,000
Employee Benefits	5,500
Supplies and Materials	12,300
	$80,800

No district match is required.

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RECOMMENDATION:

RESOLVED: That authorization be given to contract with San Francisco International Airport (SFIA) for providing the Americans with Disabilities Act (ADA) training to employees of the SFIA, for the period June 1, 1999 to December 31, 1999 for a total not to exceed $80,800,and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Originator: Judy Teng

06/24/99 - B30 page 2

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **B31**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: **Authorization to submit an application for funds and appropriate all funds receivable.**
(Resolution No.990624- B31)

BACKGROUND INFORMATON:

The Bureau of State Preschool Education, Child Development Programs, California Department of Education has again requested that City College of San Francisco apply for funds to continue the existing State Preschool Part-Day Program through 1999-00. Funding for 1998-99 totaled $243,438 and the request for 1999-00 totals $243,438. The purpose of the State Preschool Part-Day Program is to provide educational opportunities for 175 low income families with children 3-5 years of age. Families must meet the state guidelines for certification. No general fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the State Preschool Part-Day Education Program for the fiscal year 1999-00. Total funding is not to exceed to $243,438, and

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FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Sandra Handler, Originator

06/24/99 - B31 page 2

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **B32**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: **Authorization to submit an application for funds and appropriate all funds receivable.**
(Resolution No. 990624-B32)

BACKGROUND INFORMATON:

The Bureau of Child Care and Development Block Grant, California Department of Education has requested that City College of San Francisco apply for funds to continue the expansion child care and development services at Grace Child Development Center through 1999-00. Funding for 1998-99 totaled $23,211 and the request for 1999-00 totals $23,211. No general fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to submit an application for funds and appropriate all funds receivable upon approval by the California State Department of Education/Child Development Division, under the Child Care and Development Block Grant for the fiscal year 1999-00. Total funding is not to exceed to $23,211, and

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FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Sandra Handler, Originator

CITY COLLEGE OF SAN FRANCISCO
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DATE: June 24, 1999 **B33**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

GRANTS
SUBJECT: Approval to submit an application and appropriate funds received. (Resolution No. 990624-B33)

BACKGROUND INFORMATION:

The Richard and Rhoda Goldman Fund will provide funds to establish the SouthEast Summer Middle School Program. This six week summer session will be held at the CCSF SouthEast Campus for Forty (40) middle school students and their parents. Students will come from the 49er Academy and Martin Luther King Middle School. The students will attend the program in the morning and their parents will attend evening parenting classes. The program will be administered by the SouthEast Campus Dean with the participation of faculty from various departments.

There is $5,577 in-kind match required. This will be provided by CIS and the Child Development Department. Additional space will be provided in classrooms at SouthEast Campus. City College of San Francisco is the fiscal agent. The San Francisco Unified School District is our partner.

Income	
Richard and Rhoda Goldman Fund (Grant)	$ 6,016
Expenditures	
Counselor/Coordinator's Salary	$ 5,989
Counselor/Coordinator's Benefit	118
Total	$ 6,016
In-Kind Match	
Academic Salaries	$ 2,256
Employee Benefits	$ 45
Student Intern Salaries	$ 3,276
Total	$ 5,577

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RECOMMENDATION:

RESOLVED: That authorization be given to submit an application and appropriate all funds receivable upon approval from the Richard and Rhoda Goldman Fund to establish the SouthEast Summer Middle School Program for the period of June 14, 1999 until August 1, 1999 in the amount not to exceed $6,016, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Robert Gabriner, Originator

06/24/99 - B33 page 2

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **B34**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

GRANTS
SUBJECT: Approval to submit an application and appropriate funds received. (Resolution No. 990624-B34)

BACKGROUND INFORMATION:

The California Council for the Humanities will provide funds to establish the Pan American Unity Portable Exhibit. City College of San Francisco owns and houses the "Pan American Unity" mural created by Diego Rivera. This 20 by 70 feet mural is too expensive to move, and is housed in a place that does not receive much traffic. The funds will allow creating a portable exhibit that will include a likeness of the mural, exhibition panels, and a computer that will tell many of the stories in the mural. This exhibit will be displayed on four of our campuses and then moved to locations off campus such as the Bank of America and possibly the San Francisco Airport. Faculty from the departments of Art, Latin American Studies, and the Library will be involved with the project.

There is $30,196 in-kind match required. There is no additional space required. The college will provide staff to transport the exhibit between the campuses. City College of San Francisco is the fiscal agent.

Expenditures	
Other Operating Expenses	$10,000
Total	$10,000
In-Kind Match	
Academic Salaries	$11,431
Employee Benefits	1,265
Kiosk	17,500
Total	$30,196

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RECOMMENDATION:

RESOLVED: That authorization be given to submit an application and appropriate all funds receivable upon approval from the California Council for the Humanities to provide funds to establish the Pan American Unity Portable Exhibit for the period of July 1, 1999 until June 31, 2000 in the amount not to exceed $10,000,and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Robert Gabriner, Originator

06/24/99 - B34 page 2

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **B35**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Authorization to (1) submit an application for funds and (2) appropriate all funds receivable.
(Resolution No. 990624 - B35)

BACKGROUND INFORMATION:

City College of San Francisco hopes to receive VTEA funding via the State Chancellor's Office for the purpose of vocational program improvement. The amount of money to be received is in direct relation to documentation of the number of low-income students enrolled in CCSF vocational programs. Monies are to be to be spent primarily on curriculum development and instructional delivery (which may include the purchase of updated equipment), student support services, professional development, and partnership development. In return, the college will be held accountable for demonstrating improvement in the areas of student attainment and success, program completion, job placement and retention, and the participation and completion by students in programs that are nontraditional for their gender.

Income:
Chancellor's Office California Community Colleges $1,257,284

Expenditures:

City College of San Francisco (VTEA Title I-C Funds)	
Academic Salaries	281,022
Classified Salaries	272,818
Employee Benefits	84,108
Supplies and Materials	74,129
Other Operating Expenses	58,408
Capital Outlay	486,799
Total	$1,257,284

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RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or designee are hereby authorized to (1) submit an application for funds and (2) appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges, VTEA I-C Funding, July 1, 1999 to June 30, 2000, not to exceed $1,257,284, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Phyllis G. McGuire, Originator

06/24/99 - B35 page 2

CITY COLLEGE OF SAN FRANCISCO
50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **B36**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: Approval of City and County of San Francisco Purchasing Department Training Contract (Resolution No: 990624-B36)

BACKGROUND INFORMATION:

The Office of Contract Education hosted an Industrial Breakfast in March 1999 as a marketing tool to introduce the concepts of customer services to all the Departments of City and County of San Francisco. Surveys and follow-ups are conducted following the event. The meeting has generated high interest from many City Departments. The Office of Contract Education is in the process of arranging performance-base assessment with various City Departments to identify each Department's unique training needs and provide the needed training for the improvement of overall internal and external customer services.

The Purchasing Department has requested the Office of Contract Education to provide the above service to identify the Department's training priorities and other concerns related to customer service. After training needs are identified and reviewed by the Purchasing Department, the Office of Contract Education will design and provide a customer services training program. The program will include concepts of customer service, stress and time management, team building, conflict resolution and effective communication. The total award for this contract is $75,000.

The total project costs and the sources of funding are as follows:

Income	
City and County of San Francisco Purchasing Department	$75,000
Expenditures:	
Academic Salaries	66,000
Employee Benefits	6,000
Supplies and Materials	3,000
	$75,000

No district match is required.

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RECOMMENDATION:

RESOLVED: That authorization be given to contract with City and County of San Francisco Purchasing Department for providing the customer services assessment and training program to employees of the Purchasing Department, for the period June 1, 1999 to June 30, 2000 for a total not to exceed $75,000,and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Originator: Judy Teng

06/24/99 - B36 page 2

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **B37**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Chancellor

SUBJECT: **GRANTS**
Authorization to submit an application and appropriate all funds receivable.
(Resolution No. 990624-B37)

BACKGROUND INFORMATION:

Approval of the California State Plan for Adult Education and Literacy (1999-2004) by the California State Board of Education and the U.S. Department of Education, pursuant to the Workforce Investment Act of 1998, Title II, Adult Education and Family Literacy Act (AEFLA), Section 231, Supplemental Funding (Public Law 105-220), has authorized supplemental funding for Adult Basic Education (ABE), English as a Second Language (ESL), and ESL Citizenship Programs. The California Department of Education has requested grant applications from adult education providers for supplementary services to their ongoing programs. The Teachers Resource Center wishes to apply for Title II AEFLA funding. The funds will allow purchase of instructional materials and equipment, operating the Teachers Resource Center and Library, implementing staff development and curriculum development activities, and funding of auxiliary staff and instructional improvement projects.

Beginning July 1, 1999, program funding will be based on students' attainment of state-determined benchmarks that are documented in a locally-maintained database for program accountability purposes. Funding will not be based on student attendance hours. The AEFLA 231 grant will provide funding of support staff, equipment and supplies necessary for the data collection and additional testing requirements.

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DR. PHILIP R. DAY, JR., CHANCELLOR

RECOMMENDATION:

RESOLVED: That the Board of Trustees hereby authorizes the San Francisco Community College District to submit an application and appropriate all funds receivable upon approval from the California Department of Education for ABE and ESL, and ESL Citizenship Programs, under the Workforce Investment Act, Title II, Adult Education and Family Literacy Act, Section 231 (P.L. 105-220), for the period July 1, 1999 to June 30, 2000, for a total not to exceed $881,450, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Gary Tom, Originator
Teresa Pon, Originator

06/24/99 - B37 page 2

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **B38**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: **GRANT**
Authorization to accept the services of the San Francisco Conservation Corps to renovate the outdoor play area of the John Adams Child Development Center. (Resolution No. 990624-B38)

BACKGROUND INFORMATON:

The Child Development and Family Studies Department has been informed that the San Francisco Conservation Corps through a grant from the Mayor's Office of Community Development will renovate the outdoor play area of the John Adams Child Development Center. This renovation will include a new play structure and resurfacing of the play area. Total cost for the renovation will be $86,000. No general fund monies from the District are required.

RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to accept the services of the San Francisco Conservation Corps to renovate the outdoor play area of the John Adams Child Development Center. The total cost for the renovation will be $86,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Sandra Handler, Originator

06/24/99 - B38 page 1

BOARD OF TRUSTEES

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: June 24, 1999 **B39**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Authorization to Renew Existing Grant

BACKGROUND INFORMATION:

Because the benefits of the Small Business Development Center (SBDC) to the College's existing Small Business Institute were modest at best, we did not renew our 1998 SBDC contract with the California Trade and Commerce Agency (CTCA). The SBDC simply did not help to develop curricula and resources that would better serve our students. However, our contract with the Chancellor's Office of the California Community Colleges was not canceled, and some of these funds have been used to enable the Contra Costa SBDC to provide services on an interim basis to small businesses in San Francisco, with City College as the fiscal agent.

In April 1999, representatives from the San Francisco District Office of the U.S. Small Business Administration (SBA) and the CTCA asked that City College reconsider its decision to close the program. After an initial meeting with the SBA District Director and a subsequent meeting with the Assistant State Director for the California SBDC Program attended by Dean Steven Glick, we decided to reopen the SBDC, with City College as the host organization. We are confident that under new leadership the SBDC will complement and enhance the College's small business program, and provide counseling and training to the small business owners/operators of San Francisco and North San Mateo Counties. The SBDC would be located at the SBA offices on Market Street and would focus on technology in the formation and growth of small businesses. The donated space and access to the SBA's Entrepreneur Training Center will be used as cash match for this grant. No district funds are required.

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A new contract with the CTCA for an additional SBDC grant will be developed in the next few months. We anticipate a grant in the amount of $160,000. If that occurs, a cash match of approximately 20% ($32,000) will be needed. We will be working with the SBA, CTCA, and the College's Office of Research, Planning and Grants to determine how the cash match requirement will be met. A separate resolution will be presented to the Board at that time.

Income

Chancellor's Office California Community Colleges, Economic Development: Small Business Development Center	$140, 550

Expenditures

Project Director (FTE 6%)	5,000
Classified Salaries	19,000
Employee Benefits	6,000
Supplies and Materials	2,000
Other Operating Exp.	4,000
Business Counselor/Staff Consultants	97,144
Capital Outlay	2,000
Indirect Costs	5,406
Total	$140,550

RECOMMENDATION:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to (1) submit a renewal application for funds and (2) appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges, Office of Economic Development for a grant to reopen the Small Business Development Center, for the period July 1, 1999 to June 30, 2000 for a total not to exceed $140,550, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Steven Glick, Originator

06/24/99 - B39 page 2

CITY COLLEGE OF SAN FRANCISCO
50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: June 24, 1999 **B40**

To: Board of Trustees

From: Dr. Philip R. Day, Chancellor

Subject: GRANT

CalWORKs Education and Training

BACKGROUND INFORMATION:

City College of San Francisco Office of Education administers funds to provide education and training for TANF/CalWORKs participants. To provide specialized training, the Office of Workforce Education wishes to retain the services of High/Scope Foundation to conduct a one-week intensive workshop for ninety Child Development CalWORKs/TANF participants. The intensive training will include thirty-six hours of instruction time, materials for participants, and the travel expenses of four trainers. CalWORKs/TANF participants will receive a certificate of completion at the end of their training.

Funding for this contract will come entirely from CalWORKs/TANF Budget Grant #123804-7800-6499-N. There is no additional space or in-kind match required. The TANF grant will provide the funding for this specialized training.

RECOMMENDATION:

RESOLVED: That authorization be given to contract with the High/Scope Foundation for $31,056.50 to provide the education and training to CalWORKs participants.

The proposal has the following budget:

Instruction Cost:	$15,400.00
Lodging/Transportation/Meals	6725.00
Materials for Participants	8931.50
Total	$31,056.50

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DR. PHILIP R. DAY, JR., CHANCELLOR

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Bernice B. Brown, Originator
Stephen Rico, Originator

06/24/99 - B40 page 2

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: June 24, 1999 **C1**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: **GENERAL/CAPITAL OUTLAY FUND Procurement of Equipment, Supplies, Services, Etc., less than $3,000 (Resolution No. 990527-C1)**

BACKGROUND INFORMATION:

Listed below is a summary of purchases for equipment, supplies, and services in individual amounts of less than $3,000. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, etc., totaling $ 566,670.77 individual amounts of less than $3,000 not heretofore approved as summarized and detailed below:

Direct Payments	$ 70,006.67
Purchase Orders	457,153.48
Travel/Mileage	39,510.62
GRAND TOTAL:	$566,670.77

James Kendrix, Originator

06/24/99 - C1 page 1

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: June 24, 1999 **C2**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: **GENERAL/CAPITAL OUTLAY FUND Procurement of Equipment, Supplies , Services, Etc., more than $3,000 (Resolution No. 990527-C2)**

BACKGROUND INFORMATION:

The following departmental requests for the purchase of supplies, equipment, and services have been received. Investigation indicates that they are necessary for the support of District operations, and therefore are recommended for approval by the Board of Trustees. It is certified that the items summarized below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RECOMMENDATION:

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, as detailed in Attachment "A'.

GRAND TOTAL: $2,847,202.42

James Kendrix, Originator

06/24/99 - C2 page 1

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DR. PHILIP R. DAY, JR., CHANCELLOR

Attachment A

Fund	Org	Acct	Prog	Act	Department	Vendor	Doc #	Amount	Description
UPFX	5120	6413	6110	C	Partnership for Excellence	COMWEB Technology Group	PO55061	4,391.41	Equipment - Computer
UPFX	6466	6413	6499	C	Partnership for Excellence	Dell Computer Corp.	PO43078	10,064.46	Equipment - Computer
UPFX	6466	6414	6499	C	Partnership for Excellence	Xerox Corp	PO43080	10,214.01	Equipment - Other
UPFX	6500	6413	6450	C	Partnership for Excellence	US Machinery	PO68682	5,273.10	Equipment - Computer
UPFX	6500	6413	6450	C	Partnership for Excellence	Data Identification Systems	PO68681	3,775.81	Equipment - Computer
UPFX	9320	6413	6120	C	Partnership for Excellence	Thomas J	DP66015	4,340.00	Equipment - Computer
U	0040	5802	6600	C	Public Information	San Francisco Newspaper Agency	DP49889	5,745.60	Advertising
U	0040	5802	6600	C	Public Information	Chinese Media Group	DP63970	3,888.00	Advertising
U	0070	5720	6600	S	General Counsel Office	Keenan & Associates	DP64660	20,762.63	Legal Services
U	2510	5656	6780	S	ITS - General	SQRIBE Technologies	PO66489	5,143.00	Software License Fees
U	2510	5656	6780	S	ITS - General	Network Associates	PO66485	4,296.60	Software License Fees
U	2510	6413	6780	S	ITS - General	EPOS Corporation	PO60582	50,755.22	Equipment - Computer
U	2510	6413	6780	S	ITS - General	MicroAge InfoSystems Services	PO66484	11,444.76	Equipment - Computer
U	2510	6413	6780	S	ITS - General	WAN/LAN Solutions	PO66486	4,419.66	Equipment - Computer
U	3522	5510	6570	S	Utilities	San Francisco Water Department	DP75440	24,972.08	Utilities
U	3524	4303	6599	S	Other Services	Ben Davis Company	PO75447	3,196.19	Supplies - Other
U	3542	5640	6730	S	M&R - Buildings	Floorcraft	PO73112	3,526.18	M & R - Non Equipment
U	3562	4301	6770	S	College Services	Unisource Paper Company	PO14977	13,904.29	Supplies - Printing
U	3562	4301	6770	S	College Services	Office Depot Inc.	OD09643	8,607.63	Supplies - Printing
U	3564	5350	6770	S	Mail Services	U. S. Postmaster	DP67997	5,000.00	Postage
U	3564	5350	6770	S	Mail Services	U. S. Postmaster	DP67999	5,000.00	Postage
U	3566	6413	6770	S	Public Safety	Dept. of Telecommunications and Info	PO56670	119,206.00	Equipment - Computer
U	3569	5190	6770	S	Custodial Services	MS Environmental Solutions	TP49964A	12,000.00	Consulting - Other
U	4042	4303	6460	S	Financial Aid Office	Resource & Design	PO58338	3,596.53	Supplies - Other
U	4900	3501	6770	S	Central Services	Employment Development Dept.	DP68465	18,806.94	Unemployment Insuranc
U	4900	5903	6770	S	Central Services	City & County of San Francisco	DP59875	$ 964,009.00	City Services
U	4900	6413	6770	S	Central Services	US Machinery	PO67976	3,092.28	Equipment - Computer
U	4914	6413	6720	S	BANNER Implment - DBO	US Machinery	PO54613	14,718.84	Equipment - Computer
U	7630	5803	4900	C	Foreign/Internatl Students	Nexus Media Ltd.	DP61338	5,450.00	Advertising
U	7725	4303	1200	C	Nursing-RN	Bay Area Surgical Co., Inc.	PO56021	4,294.14	Supplies - Other
U	8360	5350	6799	C	Institutional Sup-Chntwn/NB	U.S. Postal Service	DP63886	6,000.00	Postage
					Total Unrestricted			**$ 1,359,894.36**	

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Attachment A

Fund	Org	Acct	Prog	Act	Department	Vendor	Doc #	Amount	Description
611000	9900	5450	6720	S	Workers Compensation	The Workers' Compensation Div. of D	DP68463	176,820.55	Workers Comp
425002	8410	6201	7100	S	Bond-Mission Land Purch	KKA Architects	CT41575	25,400.00	Capital Outlay
425001	8310	6201	7100	S	Bond-Chinatown/NB Land	KKA Architects	CT41566	17,915.00	Capital Outlay
422010	0130	6202	7100	S	TECH-Sci/Cloud Tele Install	All Star Telecom	CT41453	14,900.00	Capital Outlay
421401	0130	6201	7100	S	REN-Shops/Warehouse Proj	Geo Resources Consultants Inc.	CT41588	10,000.00	Capital Outlay
421401	0130	6201	7100	S	REN-Shops/Warehouse Proj	Acres Consulting Engrs	CT41584	6,750.00	Capital Outlay
420612	3546	6202	7100	S	SM 97-98 HVAC , Art Ext	Pacific Coast Trane Service	PO73110	109,398.00	Capital Outlay
420612	3546	6202	7100	S	SM 97-98 HVAC , Art Ext	The Trane Company	PO73111	20,503.84	Capital Outlay
420602	3546	6202	7100	S	SM 97-98 PH Steam/Return Lines	The Trane Company	PO73111	21,598.50	Capital Outlay
412816	0130	6201	7100	S	Asbestos Removal- Arts Bldg	Chow Engineering, Inc.	CT41572	4,243.00	Capital Outlay
412809	0130	6201	7100	S	John Adams Boiler Room	Chow Engineering, Inc.	CT41572	5,136.00	Capital Outlay
412737	0130	6202	7100	S	Replace Water Svcs, Smith Hall	Department of Public Works	PO75441	42,866.18	Capital Outlay
412737	0130	6202	7100	S	Replace Water Service, Smith Hall	Department of Public Works	DP75434	8,990.05	Capital Outlay
412737	0130	6202	7100	S	Replace Water Service, Smith Hall	Department of Public Works	PO75434	8,990.05	Capital Outlay
412253	0130	6202	7100	S	Replace HVAC, Cloud Hall	Department of Public Works	PO75437	33,257.42	Capital Outlay
412253	0130	6202	7100	S	Replace HVAC, Cloud Hall	Department of Public Works	DP75434	25,959.69	Capital Outlay
412253	0130	6202	7100	S	Replace HVAC, Cloud Hall	Department of Public Works	PO75434	25,959.69	Capital Outlay
412252	0130	6202	7100	S	Replace HVAC, Visual Arts	Department of Public Works	PO75436	43,359.00	Capital Outlay
412252	0130	6202	7100	S	Replace HVAC, Visual Arts	Department of Public Works	DP75434	3,015.60	Capital Outlay
412252	0130	6202	7100	S	Replace HVAC, Visual Arts	Department of Public Works	PO75434	3,015.60	Capital Outlay
412251	0130	6202	7100	S	Rplc Steam Line Expnsn Joints, Cldh	Department of Public Works	PO75435	28,344.54	Capital Outlay
412251	0130	6202	7100	S	Rplc Steam Line Expnsn Joints, Cldh	Department of Public Works	DP75434	4,376.00	Capital Outlay
412251	0130	6202	7100	S	Rplc Steam Line Expnsn Joints, Cldh	Department of Public Works	PO75434	4,376.00	Capital Outlay
412250	0130	6202	7100	S	Replace HVAC, Smith Hall	Department of Public Works	DP75434	22,576.66	Capital Outlay
412250	0130	6202	7100	S	Replace HVAC, Smith Hall	Department of Public Works	PO75434	22,576.66	Capital Outlay
412248	0130	6202	7100	S	Light Improvement	Crown Electric, Inc.	PO75438	4,252.00	Capital Outlay
412247	0130	6202	7100	S	Repair Electrical Rigging System	Collett Electric	DP41452	18,430.00	Capital Outlay
412015	0130	6201	7100	S	Remodel Allied Health	Burlage and Associates	CT60008B	77,269.40	Capital Outlay
412004	9320	5658	6120	C	Library-Furniture/Equipt.	Floorcraft	DP66088	13,500.00	M & R - Other
412004	9320	6411	6120	C	Library-Furniture/Equipt.	Harry Bharuchi Ltd.	PO66084	10,442.74	Equipment - Furniture
412004	9320	6412	6120	C	Library-Furniture/Equipt.	S & C Ford	PO66081	22,309.78	Equipment - Vehicles
222000	7124	4211	6940	N	Educated Palate	Birite Foodservice	VP50790Z	3,072.34	Cafterteria - Food
212056	7334	4103	6920	N	Center Based-One Time 98-99	The Book Vine for Children	PO73016	3,639.53	Books
212056	7334	4303	6920	N	Center Based-One Time 98-99	Kaplan School Supply	PO73018	3,171.46	Supplies - Other
142060	6430	6413	6110	C	Learning Assistance Dept.	COMWEB Technology Group	PO55061	5,224.27	Equipment - Computer
141820	7546	4303	6960	S	Photography Department	Self Photo Technical Inc	CAP16705	3,346.18	Supplies - Other

Attachment A

Fund	Org	Acct	Prog	Act	Department	Vendor	Doc #	Amount	Description
127322	9210	5190	0500	N	SF Airport Comm - 33	National Technology Transfer Inc.	TP90024	22,265.00	Consulting - Other
125607	5153	5610	6010	S	Biolink Ind. Cost	University Of California	DP66118	5,710.61	Facility Lease
125501	9220	5350	6820	N	Continuing Education Fees	P&DC Finance Station	DP60682	3,000.00	Postage
125501	9220	6307	6820	N	Continuing Education Fees	CCSF Bookstore	PO60683	3,147.34	Software
125011	7800	5190	6499	S	Phil Venture Foundation-Workforce	Renaissance Parents of Success	TP90019	5,000.00	Consulting - Other
123872	6110	6411	6490	N	Matriculation Non Credit 98-99	Office Depot Inc.	PO47605	3,370.43	Equipment - Furniture
123872	6110	6413	6490	N	Matriculation Non Credit 98-99	Dell Computer Corp.	PO60490	12,829.49	Equipment - Computer
123872	8350	6411	6490	N	Matriculation Non Credit 98-99	Office Depot Inc.	PO63885	6,366.73	Equipment - Furniture
123872	8450	4303	6490	N	Matriculation Non Credit 98-99	Office Depot Inc.	OD04365	3,999.02	Supplies - Other
123872	8450	6413	6490	N	Matriculation Non Credit 98-99	Star Microsystems, Inc.	PO68145	3,410.75	Equipment - Computer
123872	8850	6411	6490	N	Matriculation Non Credit 98-99	Office Depot Inc.	PO75365	9,673.54	Equipment - Furniture
123863	6110	6411	6490	C	Matriculation Credit 98-99	Office Depot Inc.	PO47605	3,370.42	Equipment - Furniture
123863	6110	6413	6490	C	Matriculation Credit 98-99	Dell Computer Corp.	PO60490	5,498.35	Equipment - Computer
123850	2510	6304	6120	S	Telecom & Technology 98-99	Community College League Of Califor	DP66077	25,718.70	Software
123850	2510	6413	6120	S	Telecom & Technology 98-99	Anixter Inc.	DP66090	4,758.00	Equipment - Computer
123849	6469	6413	6300	C	Instructional Equipt Repl 98-99	MicroAge	PO45948	10,993.27	Equipment - Computer
123849	7208	6413	0200	C	Instructional Equipt Repl 98-99	Comart Business Systems	PO65363	3,575.84	Equipment - Computer
123849	7208	6413	0200	C	Instructional Equipt Repl 98-99	Klein Educational Systems	PO65362	3,572.02	Equipment - Computer
123849	7224	6413	0400	C	Instructional Equipt Repl 98-99	CCSF Bookstore	PO63740	3,138.22	Equipment - Computer
123849	7542	6414	4900	N	Instructional Equipt Repl 98-99	Duane Jennings and Associates	PO65970	3,540.61	Equipment - Other
123849	7560	6413	1600	C	Instructional Equipt Repl 98-99	Audio Graphic Systems	PO56464	9,807.66	Equipment - Computer
123849	7742	6414	1200	C	Instructional Equipt Repl 98-99	X-ray Connection	PO75554	3,600.04	Equipment - Other
123849	9500	6411	0500	N	Instructional Equipt Repl 98-99	Virco Mfg Corporation	PO73077	4,672.58	Equipment - Furniture
123849	9500	6413	0500	N	Instructional Equipt Repl 98-99	US Machinery	PO73075	36,998.50	Equipment - Computer
123849	9500	6413	0500	N	Instructional Equipt Repl 98-99	Audio Graphic Systems	PO73082	5,634.42	Equipment - Computer
123848	7546	4303	1000	C	BLK GRNT-TAX SHRTFALL 98-99	ClubMac	PO63054	5,396.80	Supplies - Other
123846	0050	6413	1900	C	Block Grant 97-98	CCSF Bookstore	PO63697	12,785.81	Equipment - Computer
123845	7558	6411	4900	C	Tax Shortfall Block Grant 97-98	M.G. West	PO57251	4,166.42	Equipment - Furniture
123502	9210	6413	7010	S	ECO DEV-CFE 98-99	Audio Graphic Systems	PO69093	5,874.20	Equipment - Computer
123403	7264	6413	0400	C	ECO/DEV BIOTECH CENTER 98-99	CCSF Bookstore	PO65387	4,051.28	Equipment - Computer
123383	7175	6414	0900	N	ECO/ATTC 98-99	Klein Educational Systems	PO50873	13,910.38	Equipment - Other
123383	7175	6414	0900	N	ECO/ATTC 98-99	Pro Tool	PO50943	5,345.91	Equipment - Other
123363	9240	6413	7020	S	ECO/DEV WRKPLACE L C 98-99	Sefco, Inc.	PO69091	41,512.10	Equipment - Computer
123204	7320	4302	6420	N	DSPS Excess Costs 98-99	Journey Education Marketing	PO66631	3,585.13	Supplies - Computer
123204	7320	6413	6420	N	DSPS Excess Costs 98-99	PC & Mac Connection	PO66622	5,143.65	Equipment - Computer
123204	7320	6413	6420	N	DSPS Excess Costs 98-99	Multiwave Technology	PO66625	4,136.08	Equipment - Computer

Fund	Org	Acct	Prog	Act	Department	Vendor	Doc #	Amount	Description
123204	7320	6413	6420	N	DSPS Excess Costs 98-99	City College of San Francisco	PO66618	4,051.40	Equipment - Computer
123204	7320	6413	6420	N	DSPS Excess Costs 98-99	CCSF Bookstore	PO66618A	4,051.40	Equipment - Computer
123204	7320	6413	6420	N	DSPS Excess Costs 98-99	Computer Systems Delivered	PO66634	3,968.94	Equipment - Computer
123204	7320	6413	6420	N	DSPS Excess Costs 98-99	Multiwave Technology	PO66632	3,323.78	Equipment - Computer
123204	7320	6414	6420	C	DSPS Excess Costs 98-99	Phonic Ear Inc.	PO75970	4,718.40	Equipment - Other
123112	7800	4302	6499	N	Calworks 98-99	CCSF Bookstore	PO58760	3,169.24	Supplies - Computer
123112	7800	4303	6499	N	Calworks 98-99	Office Depot Inc.	OD03886	12,803.11	Supplies - Other
123112	7800	4303	6920	N	Calworks 98-99	Rifton/Community Playthings	PO68734	3,619.58	Supplies - Other
123112	7800	4303	6920	N	Calworks 98-99	S.F. Supply Master, Inc.	TP68706	3,000.00	Supplies - Other
123112	7800	5640	6920	N	Calworks 98-99	Floorcraft	PO68741A	3,657.78	M & R - Non Equipment
123112	7800	6411	6920	N	Calworks 98-99	Rifton/Community Playthings	PO68734	5,034.43	Equipment - Furniture
123112	7800	6411	6920	N	Calworks 98-99	Office Depot Inc.	PO73006	3,915.66	Equipment - Furniture
123112	7800	6413	6499	N	Calworks 98-99	Dell Computer Corp.	PO46691	9,764.47	Equipment - Computer
123112	7800	6413	6470	N	Calworks 98-99	Dell Computer Corp.	PO46691	9,764.46	Equipment - Computer
123112	7800	6414	6920	N	Calworks 98-99	Dvorson's Food Service Equipment In	PO73009	7,554.80	Equipment - Other
123111	7800	4103	6920	N	CALWORKS 97-98	Childcraft Education Corp	PO68736	5,455.50	Books
123111	7800	4303	6920	N	CALWORKS 97-98	Kaplan School Supply	PO75520A	5,943.80	Supplies - Other
123111	7800	4303	6920	N	CALWORKS 97-98	Lakeshore Learning Materials	PO75523	4,319.14	Supplies - Other
123111	7800	4303	6920	N	CALWORKS 97-98	Kaplan School Supply	PO75522	4,273.11	Supplies - Other
123111	7800	4303	6920	N	CALWORKS 97-98	Kaplan School Supply	PO68708	3,730.55	Supplies - Other
123111	7800	6411	6920	N	CALWORKS 97-98	Rifton/Community Playthings	PO73012	14,739.81	Equipment - Furniture
123111	7800	6411	6920	N	CALWORKS 97-98	Dvorson's Food Service Equipment In	PO75543	3,309.26	Equipment - Furniture
123111	7800	6413	6470	N	CALWORKS 97-98	CCSF Bookstore	PO50921	5,637.45	Equipment - Computer
123023	0074	6413	6760	S	AB 1725 Staff Diversity 98-99	Sehi Computer Products	PO60823	3,419.93	Equipment - Computer
123005	2058	6413	6750	S	AB 1725 Staff Development 98-99	US Machinery	PO66705	4,904.24	Equipment - Computer
122103	7174	6414	0400	C	Vatea T3e Tech Prep 98-99	Carolina Biological Supply Company	PO65400	5,205.29	Equipment - Other
121506	7114	4303	0900	N	Vatea T2C 98-99	Viking/White Cap	PO50926	4,585.88	Supplies - Other
121506	7210	4302	0700	C	Vatea T2C 98-99	Software One, Inc.	PO65459	12,021.85	Supplies - Computer
121506	7210	6413	0700	C	Vatea T2C 98-99	GE Capital IT Solutions	PO65462	27,707.53	Equipment - Computer
121506	7210	6413	0700	C	Vatea T2C 98-99	CCSF Bookstore	PO65460	26,129.03	Equipment - Computer
121506	7257	6414	0900	C	Vatea T2C 98-99	Praxair, Inc.	PO50685	23,351.21	Equipment - Other
121506	7708	6414	1200	C	Vatea T2C 98-99	Sullivan-Schein Dental	PO60793	9,249.69	Equipment - Other
121506	7708	6414	1200	C	Vatea T2C 98-99	Patterson Dental Co.	PO60792	7,460.46	Equipment - Other
121506	7728	6414	1200	N	Vatea T2C 98-99	Baxter Healthcare Corporation	PO62421B	3,493.70	Equipment - Other
121506	8550	6414	0500	N	Vatea T2C 98-99	Audio Graphic Systems	PO63880	5,419.58	Equipment - Other
121304	5152	6413	6010	C	T3 St. Success 98-99	COMWEB Technology Group	PO55061	3,003.32	Equipment - Computer

Attachment A

Fund	Org	Acct	Prog	Act	Department	Vendor	Doc #	Amount	Description
121206	7232	6413	1900	C	NSF-CHEM CUR NETWORK 98-99	CCSF Bookstore	PO63697	12,785.82	Equipment - Computer
121191	5153	5190	6020	S	NSF - Biolink 98-99	Weiler D	PS90088	16,667.00	Consulting - Other
121191	5153	5190	6020	S	NSF - Biolink 98-99	Rick Wong Design	TP90025	3,750.00	Consulting - Other
121191	5153	5210	6010	S	NSF - Biolink 98-99	University Of California	DP66114	15,641.43	Travel
121164	7172	7501	0500	N	JTPA-PIC/T3 OCT 98-99	City College of San Francisco	DP58793Y	8,161.00	Payments to Students
					Total Unrestricted			**$ 1,487,308.06**	
					Total Unrestricted and Restricted			**2,847,202.42**	

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CITY COLLEGE OF SAN FRANCISCO
50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **C3**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GRANTS
Acceptance of Gifts
(Resolution No. 990624-C3)

BACKGROUND INFORMATION:

SFCCD Policy Manual Section 8.08 Acceptance of Gifts provides that (1) motor vehicles, (2) aircraft, (3) cash exceeding $250, (4) securities, (5) precious stones, (6) precious metals, (7) goods other than (1) or (2) above with a market value exceeding $1,500, be accepted by the SFCCD only by resolution of the Board of Trustees.

From time to time an item is offered as a gift to the SFCCD to be used for educational purposes.

RECOMMENDATION:

WHEREAS: the SFCCD has been tendered the gifts detailed in Attachment A;

WHEREAS: Frances Lee, Provost, declares that these gifts will enhance the instructional program of the San Francisco Community College District;

RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees, are hereby authorized to accept the gifts listed on Attachment A for and in the name of the San Francisco Community College District;

FURTHER BE IT RESOLVED: That upon transfer of legal title of these gifts described in Attachment A, the Secretary of the SFCCD Board of Trustees is directed to notify the donors of acceptance of the gifts by the governing board.

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ATTACHMENT A
RESOLUTION: 990624 - C3

DESCRIPTION	DONOR	BENEFICIARY	MARKET VALUE DECLARED BY DONOR
1) Cash	Paul Hewitt San Francisco	Rick Padgett Memorial Scholarship	$ 1,000.00
2) Cash	Paul Hewitt San Francisco	Paul Hewitt Physics Scholarship	$ 300.00
3) Cash	Bie H. Tan Hercules	Math Opportunity Scholarship	$ 500.00

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: June 24, 1999 **F1**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Extending Acting Appointment
Educational Academic Administrator
(Resolution No. 990624 - F1)

BACKGROUND INFORMATION:

Resolution No. 990624 - F1 extends an acting educational academic administrative appointment. Board of Trustees' approval is required.

RECOMMENDATION:

RESOLVED: That effective July 1, 1999 through July 31, 1999, or until a permanent dean is hired, whichever occurs first, Veronica Hunnicutt's appointment as Acting Dean, Southeast Campus (Office of the Provost) be extended. Salary shall be in accordance with the 1999/2000 Management Salary Schedule Classification B, Dean I/ Associate Director.

Gary Tom, Originator

06/24/99 - F1 page 1

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: June 24, 1999 **F2**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: **Human Resources**
Extending Interim Appointment
Educational Academic Appointment
(Resolution No. 990624 - F2)

BACKGROUND INFORMATION:

Resolution No. 990624 - F2 extends an interim educational academic appointment. Board of Trustees' approval is required.

RECOMMENDATION:

RESOLVED: That effective July 1, 1999 through December 31, 1999, or until a permanent dean is hired, whichever occurs first, Juanita L. Owens' appointment as Interim Dean of Counseling Services (Office of VC Student Development) be extended. Salary shall be in accordance with the 1999/2000 Management Salary Schedule Classification C, Dean II/Director.

Gary Tom, Originator

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: June 24, 1999 **F3**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Extending Interim Appointment
Non-Educational Academic
Administrator
(Resolution No. 990624 - F3)

BACKGROUND INFORMATION:

Resolution No. 990624 - F3 extends an interim non-educational academic administrative appointment. Board of Trustees' approval is required.

RECOMMENDATION:

RESOLVED: That effective July 1, 1999 through December 31, 1999, or until a permanent dean is hired, whichever occurs first, Mamie How's appointment as Interim Director Information Technology Services (Office of the Chief Operating Officer) be extended. Salary shall be in accordance with the 1999/2000 Management Salary Schedule Classification C, Dean II/Director.

Gary Tom, Originator

06/24/99 - F3 Page 1

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: June 24, 1999 **F4**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Acting Appointment
Educational Academic Administrator
(Resolution No. 990624 - F4)

BACKGROUND INFORMATION:

Resolution No. 990624 - F4 covers an acting educational academic administrative appointment. Board of Trustees' approval is required.

RECOMMENDATION:

RESOLVED: That effective August 1, 1999 through January 18, 2000, *Charles Fracchia* be appointed as Acting Dean, Library and Learning Resources (Office of the Provost), replacing Rita Jones, who is on sabbatical leave (110 days) from the District during the Fall 1999 semester. Salary shall be in accordance with the 1999/2000 Management Salary Schedule Classification C, Dean II/Director.

Gary Tom, Originator

06/24/99 - F4 Page 1

BOARD OF TRUSTEES

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CITY COLLEGE OF SAN FRANCISCO
50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: June 24, 1999 **F5**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: **Human Resources Appointment Educational Academic Administrator (Resolution No. 990624 - F5)**

BACKGROUND INFORMATION:

Resolution No. 990624 - F5 covers an educational academic administrative appointment for the Dean, School of Liberal Arts and Castro/Valencia Campus (Office of the Provost). Board of Trustees' approval is required.

RECOMMENDATION:

RESOLVED: That effective August 1, 1999, Bruce Smith be appointed as Dean, School of Liberal Arts and Castro/Valencia Campus (Office of the Provost). Salary shall be in accordance with the FY 1999/2000 Management Salary Schedule, Classification B, Dean I/Associate Director.

Gary Tom, Originator

06/24/99 - F5 page 1

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CITY COLLEGE OF SAN FRANCISCO
50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: June 24, 1999 **F6**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: **Human Resources**
Extending Temporary Exempt
Grant-Funded Appointment
Academic Administrator
(Resolution No. 990624 - F6)

BACKGROUND INFORMATION:

Resolution NO. 990624 - F6 extends a temporary exempt grant-funded academic administrative appointment. Board of Trustees' approval is required.

RECOMMENDATION:

RESOLVED: That effective July 1 through December 31, 1999, or until a permanent dean is hired, whichever occurs first, Bernice Brown's appointment as Dean CalWorks Education and Training (Office of the Provost) be extended. Salary shall be in accordance with the 1999/2000 Management Salary Schedule Classification C, Dean II/Director.

Gary Tom, Originator

06/24/99 - F6 page 1

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CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: 06/24/99

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: **Academic Employees**
Credit Program/Non-Credit Program
District Funded
City College of San Francisco
(Resolutions 990624-G1-G8)

BACKGROUND INFORMATION:

These resolutions cover district funded academic employees appointments and/or other related personnel transactions. Unless otherwise indicated in the resolution, appointments are classified as temporary. Board of Trustees approval is required.

The following resolutions are recommended for adoption.

Nicholas T. Hovland, Originator

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DR. PHILIP R. DAY, JR , CHANCELLOR

RESOLUTION 990624-G1

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC EMPLOYEES: General Fund, Unrestricted

RESOLVED: That the following named persons be appointed to temporary part-time academic assignments for the semester and department shown. Employment is contingent upon adequate class enrollment, possession of applicable minimum qualifications and/or applicable credential, tuberculosis clearance, assignment availability under Article 13-1 of the AFT contract and completion of all District documents necessary to establish eligibility for appointment. Salary shall be in accordance with the appropriate instructional/non instructional rates as provided by Article 20 of the AFT contract. Total assignments for temporary part-time academic employees shall not exceed 60% of the hours per week considered a full-time assignment for regular employees having comparable duties. Total overload/extra pay assignments for full-time academic employees shall be in accordance with the relevant provisions of the appropriate bargaining contracts and the City College of San Francisco Faculty Handbook.

SPRING 1999

(+: Full-time overload/extra pay)
(*: New hourly academic employee)

	Name	Department	Division
+	Blair, Thomas E	Foreign Languages	Credit
	Brower, Robert	Apprenticeship	NonCredit
+	Cate, Donald T	Music	Credit
*	Cereghino, Kenneth R	Apprenticeship	Credit
+	Chan, Marcia J	English As a Second Language	NonCredit
+	Chan, P. Agnes W.	English As a Second Language	NonCredit
	Evans, Sharron L	Art	Credit
	Gaitley, Michael	Labor Studies	NonCredit
+	Gonzalez, Jacob E	Counseling	NonCredit
+	Grant, Fumiko Y	Foreign Languages	Credit
+	Ho, Karen	Counseling	Credit
+	Homer, Suzanne I	English As a Second Language	NonCredit
+	Killikelly, Timothy Jo	English As a Second Language	NonCredit
	Kimball, Charles M	Engineering & Technology(Weld)	Credit
+	Kuizenga, Elizabeth	English As a Second Language	NonCredit
+	Lee, Thomas	English As a Second Language	NonCredit
	Mar, Warren	Labor Studies	NonCredit
+	Rosen, Edward A	English As a Second Language	NonCredit
+	Rouder, Susan G	English As a Second Language	NonCredit
+	Sabolboro, Jessica U	English As a Second Language	NonCredit
+	Safwat, Yvonne F	English As a Second Language	NonCredit
+	Siegel, Robert	English As a Second Language	NonCredit
	Taha, Richard R	Information Technology Srvcs	Credit
+	Turks, Victor L	English As a Second Language	NonCredit
+	Wang, Alicia C	English As a Second Language	NonCredit
	Wynne, Patricia	Labor Studies	NonCredit
+	Yiu, Winnie Lai Fai	Financial Aid	NonCredit

G1 Spring 1999: 27

SUMMER 1999

(+: Full-time overload/extra pay)
(*. New hourly academic employee)

Name	Department	Division
Aguilar, Fernando A.	English As a Second Language	NonCredit

	Arroyo-Neves, Martha E	Library Services	Credit
+	Augustine, Henry L	Counseling	Credit
+	Barretto, Joao Conde	Library Services	Credit
+	Batty-Sylvan, John	English	Credit
+	Bell, Jorge M	Financial Aid	Credit
+	Brent, Elizabeth	Interdisciplinary Studies	Credit
+	Brickner, Margaret	Library Services	Credit
+	Brown, Brenda M	Counseling	Credit
+	Cate, Donald T	Theater Arts	Credit
+	Cerone, Jack W	Bus/Office Tech/Small Bus	Credit
	Cerwin, Stacey Ann	English	Credit
+	Chan, Nora L	Health Care Technology	Credit
	Chapman, Theresa	Automotive/Trade Skills	NonCredit
	Charlton, Kathleen N	Health Care Technology	Credit
+	Clark, Robert M	Behavioral Sciences	Credit
	Damato, Lawrence R.	Articulation	Credit
	Derr, John A	English As a Second Language	NonCredit
	Doane, Timotha J	English As a Second Language	NonCredit
	Dollar, Lisa M	English As a Second Language	NonCredit
	Endres, Rose M	Computer & Information Science	Credit
	Fang, Lynn L	Health Care Technology	NonCredit
+	Fried-Lee, Lauri	English As a Second Language	Credit
	Goldstein, Augusta Alc	English As a Second Language	NonCredit
+	Guichard, Margaret	Health Care Technology	Credit
	Habersham, Ezekiel	Counseling	NonCredit
+	Harris, Julie	Counseling	Credit
	Heffron, Jill Andrea	Study Abroad	Credit
+	Heredia, Maria L	Counseling	Credit
+	Hirose, Lynda M	Hotel & Restaurant Operation	Credit
	Hough, Tonya C	Photography	Credit
	Howitt, Victoria Linn	English	Credit
	Janko, James Anthony	English As a Second Language	NonCredit
+	Jew, Carl	Counseling	Credit
+	Kan, Jimmy P	Mathematics	Credit
+	Khan, Shehla N	Interdisciplinary Studies	Credit
	Kimball, Charles M	Engineering & Technology(Weld)	Credit
	Kotler, Melinda A	English As a Second Language	NonCredit
	Leatherman, Judith A	English As a Second Language	NonCredit
	Mannon, Elaine I	Financial Aid	Credit
	Marinoff, Joani Ellen	AIDS Awareness	NonCredit
+	McKnight, Lindy L	Counseling	Credit
	McNees, John A	Automotive/Trade Skills	NonCredit
	Middleton, Dennis D	Bus/Office Tech/Small Bus	Credit
	Mulholland, Patrice	Foreign Student Advising	Credit
	Nguyen, Minh H	Alemany Campus	NonCredit
+	Phillips, Catherine	English	Credit
	Proulx, Gregory Allen	English As a Second Language	NonCredit
	Rappaport, Stanford A.	Foreign Languages	Credit
	Rizzo, Severin V	Automotive/Trade Skills	NonCredit
	Roberts, Judith Ann	Behavioral Sciences	Credit
	Rudolph, Linda J	English As a Second Language	NonCredit

	Sanford, Curt Neal	English As a Second Language	NonCredit
	Schumsky, Saul M.	Photography	Credit
+	Sparks, Jack D.	Counseling	Credit
+	Spears, Deanne K	English	Credit
+	Stewart, Debra M	Interdisciplinary Studies	Credit
+	Thomas, Barbara E	Career Dev & Placement Ctr	Credit
+	Ubungen, Josephine M	Career Dev & Placement Ctr	Credit
	Webster, Carlos	Counseling	Credit
	White, Max L	Art	Credit
	Williams, Wendy Lee	Social Science	Credit
	Ye, Irene Z	English As a Second Language	NonCredit
+	Yee, Christina	Foreign Languages	Credit
+	Yim, Leslie K	Radiologic & Imaging Technolgy	Credit
+	Yiu, Winnie Lai Fai	Financial Aid	NonCredit

G1 Summer 1999: 66

Total for G1: 93

RESOLUTION 990624-G2

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC EMPLOYEES: General Fund, Restricted

RESOLVED: That the following named persons be appointed to temporary part-time academic assignments for the semester, department and restricted program shown. Employment is contingent upon funds available in the applicable restricted program. Employment is contingent upon adequate class enrollment, possession of applicable minimum qualifications and/or applicable credential, tuberculosis clearance, assignment availability under Article 13-1 of the AFT contract and completion of all District documents necessary to establish eligibility for appointment. Salary shall be in accordance with the appropriate instructional/non-instructional rates as provided by Article 20 of the AFT contract. Total assignments for temporary part-time academic employees shall not exceed 60% of the hours per week considered a full-time assignment for regular employees having comparable duties. Total overload/extra pay assignments for full-time academic employees shall be in accordance with the relevant provisions of the appropriate bargaining contracts and the City College of San Francisco Faculty Handbook.

SPRING 1999

(+: Full-time overload/extra pay)
(*: New hourly academic employee)

	Name	Department	Grant	Division
+	Brinson, Rosemary	Matriculation	Matriculation Credit 98-99	Credit
	Callahan, Tamera Ann	Matriculation	Matriculation Credit 98-99	Credit
+	Chen, Pearl B	Matriculation	Matriculation Credit 98-99	Credit
	Habersham, Ezekiel	Matriculation	Matriculation Credit 98-99	Credit
+	Harris, Julie	Matriculation	Matriculation Credit 98-99	Credit
+	Heredia, Maria L	Matriculation	Matriculation Credit 98-99	Credit
+	Ho, Karen	Matriculation	Matriculation Credit 98-99	Credit
	James, Arlene	Transitional Studies	Matriculation Non Credit 98-99	NonCredit
	Potter, Elizabeth A	Transitional Studies	Matriculation Non Credit 98-99	NonCredit
	Saunders, Katharine Govea	Matriculation	Matriculation Credit 98-99	Credit
	Silverman, Herb M	Transitional Studies	Matriculation Non Credit 98-99	NonCredit
+	Sparks, Jack D.	Matriculation	Matriculation Credit 98-99	Credit
+	Spurling, Steven D.	Matriculation	Matriculation Credit 98-99	Credit
	Valiente, Herving	Matriculation	Matriculation Credit 98-99	Credit
+	Vayngortin, Lev D	Matriculation	Matriculation - Credit	Credit
	Webster, Carlos	Matriculation	Matriculation Credit 98-99	Credit
+	Wong, Paul	Matriculation	Matriculation Credit 98-99	Credit
	Yu, Howard K	Matriculation	Matriculation Credit 98-99	Credit

G2 Spring 1999: 18

SUMMER 1999

(+: Full-time overload/extra pay)
(*: New hourly academic employee)

	Name	Department	Grant	Division
+	Brent, Elizabeth	Matriculation	Matriculation Credit 98-99	Credit
	Chuck, Terence Albert	Disabled Stud Prog & Services	DSPS - Excess Cost 99-00	Credit
+	Cook, Venette	Matriculation	Matriculation Non Credit 98-99	NonCredit
	Delacorte, Erika C	Matriculation	Matriculation - Credit 99-00	Credit
	Dupre, Timothy E.	English As a Second Language	EOPS 98-99	Credit
+	Fong, Raymond	Extended Oppo Prog & Services	EOPS 98-99	Credit
+	Goodyear, William J	Matriculation	Matriculation Credit 98-99	Credit
	Levy, Deborah Lynn	Matriculation	Matriculation Credit 98-99	Credit
+	Lopez, Susan L	Matriculation	Matriculation Non Credit 98-99	NonCredit
+	Moody, Cindy L	Matriculation	Matriculation - Credit 99-00	Credit

+	Owens, Joyce	Extended Oppo Prog & Services	EOPS 98-99	NonCredit
+	Owens, Rhonella C	Matriculation	Matriculation Credit 98-99	Credit
+	Peck, Daniel	Matriculation	Matriculation Non Credit 98-99	NonCredit
	Saunders, Katharine Govea	Matriculation	Matriculation - Credit 99-00	Credit
	Silverman, Herb M	Matriculation	Matriculation Non Credit 98-99	NonCredit
	Spurling, Steven D.	Matriculation	Matriculation Credit 98-99	Credit
+	Tang, Paul S	Matriculation	Matriculation - Credit 99-00	Credit
+	Tang-Quan, Ethel I	Matriculation	Matriculation Credit 98-99	Credit
+	Vayngortin, Lev D	Matriculation	Matriculation - Credit 99-00	Credit
	Wilson, Emily Hope	Matriculation	Matriculation Non Credit 98-99	NonCredit
+	Winn, Sally A	Matriculation	Matriculation Non Credit 98-99	NonCredit
	Zoll, Sharyn Lois	Matriculation	Matriculation Non Credit 98-99	NonCredit

G2 Summer 1999: 22

Total for G2: 40

Total Records: 133

990624-G3
Amendment to Resolution

RESOLVED: That resolution 981029-G7, Academic Employees Temporary Tenure Review Assignments for the period January 20, 1999 to May 28, 1999, be amended in part to show the following:

NAME	CHANGE HOURS FROM:	TO:	ADD:
Doss, Moneera			9
Hale, Cecil			9
Hsu, Hilary			9

990624-G4
Full-time First Year Contract

RESOLVED: That on the effective dates indicated, the following named academic employees be appointed as full-time faculty. Appointment shall be contingent upon verification of satisfactory physical examination, a tuberculosis clearance, and completion of appropriate District documents. Salary shall be in accordance with the current salary schedule (Contract and Regular faculty):

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NAME	DEPARTMENT/CAMPUS	STATUS	REPLACEMENT FOR	EFFECTIVE DATES
BOEGEL, THOMAS	CIS / Phelan	First Year Contract	NEW POSITION U-7210-1120-0700-C #FF9259	08/18/99
CHAPMAN, THERESA	Trade Skills / Evans	First Year Contract	Patterson, Don U-7114-1120-0900-N #FF9960	08/18/99
GILL, CARL	Business / Downtown	First Year Contract	Evertz, Alice U-7421-1120-0500-N #FF9697	08/18/99
JINDAL, USHA	CIS / Phelan	First Year Contract	NEW POSITION U-7210-1120-0700-C #FF9260	08/18/99
KING, ROGER S.	Physics / Phelan	First Year Contract	Hewitt, Paul U-7260-1120-1900-C #FF9274	08/18/99

990624-G4 (Cont.)
Full-time
First Year
Contract

NAME	DEPARTMENT/CAMPUS	STATUS	REPLACEMENT FOR	EFFECTIVE DATES
LININGER, DIANA M.	Physics / Phelan	First Year Contract	Hasken, Jerry U-7260-1120-1900-C #FF9864	08/18/99
LOPEZ, EFRAIN C.	Physics / Phelan	First Year Contract	Court, James U-7260-1120-1900-C #FF9867	08/18/99
MARINOFF, JOANI	Health Science / Phelan	First Year Contract	Taylor, Clark U-7744-1220-6020-C #FN9811	08/18/99
ODELL, JOHN	Broadcast Electronic Media Arts / Phelan	First Year Contract	Brown, Phil U-7508-1120-0600-C #FF9660	08/18/99
POLLACK, BARY	CIS / Phelan	First Year Contract	NEW POSITION U-7210-1120-0700-C #FF9261	08/18/99
STANLEY, TAE-WOL	Student Health Services / Phelan	First Year Contract	NEW POSITION U-6460-1250-6440-C #FN9720	08/18/99
WITMEYER, RONALD	Physical Education & Dance / Phelan	First Year Contract	Grace, Ken U-7736-1120-0800-C #FF9312	08/18/99

990624-G5
Full-Time Temporary

RESOLVED: That on the effective dates indicated, the following named academic employees be appointed as full-time temporary (long-term substitute) faculty. Appointment shall be contingent upon verification of satisfactory physical examination, a tuberculosis clearance, and completion of appropriate District documents. Salary shall be in accordance with the current salary schedule.

NAME	DEPARTMENT/CAMPUS	STATUS	REPLACEMENT FOR	EFFECTIVE DATES
BELL, ELISE	CIS / Phelan	Full-Time Temporary (Long-Term Substitute)	Metzler, Charles (F '99) Webb, Nancy (S '00) U-7210-1129-0700-C #FS9999	08/18/99-05/26/00
CALVELLO, MICHAEL	CIS / Phelan	Full-Time Temporary (Long-Term Substitute)	Beaver, William U-7210-1129-0700-C #FS9999	08/18/99-12/22/99
GIAMBATTISTA, LOUIE	CIS / Phelan	Full-Time Temporary (Long-Term Substitute)	Gibson, Kirk U-7210-1129-0700-C #FS9999	08/18/99-12/22/99

990624-G6
Reassignment

RESOLVED: That effective August 18, 1999 through May 26, 2000, STEWART, BARBARA, to be temporarily reassigned (80%) workload from schedule I full-time academic position in the ESL Department to Information Technology Services Department as a Coordinator, Technology Learning Center (TLC).

990624-G7
Amendment to Resolution

RESOLVED: That resolution 981119-G4, Reassignment, be amended as follows: effective January 19, 1999, Brent, Elizabeth resigned as Coordinator of Diversity Relations and returned to her position in the Counseling Department.

990624-G8 **RESOLVED:** That resolution 990325-G2, Leave of Absence, be amended in part to show the following:

Amendment to Resoulution

NAME		DEPARTMENT/CAMPUS	CONTRACT SECTION		EFFECTIVE DATES
FROM:	KNIGHT, MARLA	Health Care Technology / JAD	17.P	20%	08/18/99-12/22/99
TO:	KNIGHT, MARLA	Health Care Technology / JAD	17.P	60%	08/18/99-12/22/99

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: 06/24/99

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: **Academic Employees**
Credit Program/Non-Credit Program
Categorically Funded
City College of San Francisco
(Resolutions 990624-H1-H2)

BACKGROUND INFORMATION:

Resolutions 990624-H1-H2 cover categorically funded temporary academic employees appointments and/or other related personnel transactions pursuant to the provision of California Education Code #87470. All Appointments are classified as temporary, when services are required and funds are provided. Board of Trustees approval is required.

The following resolutions are recommended for adoption.

Nicholas T. Hovland, Originator

BOARD OF TRUSTEES

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DR. PHILIP R. DAY, JR., CHANCELLOR

RESOLUTION 990624-H1 TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC EMPLOYEES: Categorically Funded.

RESOLVED: That the following named persons be appointed to temporary part-time academic assignments for the semester, department and grant shown. Employment is pursuant to Education Code section 87470 and contingent upon funds available in the applicable Grant/Contract. Employment is contingent upon adequate class enrollment, possession of applicable required minimum qualifications and/or applicable credential, tuberculosis clearance, assignment availability under Article 13-1 of the AFT contract and completion of all District documents necessary to establish eligibility for appointment. Salary shall be in accordance with the appropriate instructional/non-instructional rates as provided by Article 20 of the AFT contract. Total assignments for temporary part-time faculty shall not exceed 60% of the hours per week considered a full-time assignment for regular employees having comparable duties. Total overload/extra pay assignments shall be in accordance with the relevant provisions of the appropriate bargaining contract and the City College of San Francisco Faculty Handbook.

SPRING 1999

(+: Full-time overload/extra pay)
(*: New hourly academic employee)

	Name	Department	Grant	Division
+	Estupinian, Joseph	Trade Skills	TANF 98-99	NonCredit
+	Ferrara, Lawrence	Music	Performing Arts Music	Credit
+	Fracchia, Charles	Contract Education	SF League of Urban Gardeners	NonCredit
+	Gibson, Nina G	English As a Second Language	Project Shine/SFSU 98-99	NonCredit
	Hom, Morgan	Contract Education	Woodside Learning Center	NonCredit
	Ingersoll, Francis	Health Science	SFDPH/SFSU Com Hlth Trng 98-99	Credit
+	Killikelly, Timothy John	Social Science	Mobilizing Democracy-Colonna Grant	Credit
	Lodico, Linda M.	Contract Education	ECO/DEV WRKPLACE L C 98-99	Credit
+	Morales, Leslie	Work Force Education	TANF 98-99	NonCredit
+	Morales, Leslie	Bus/Office Tech/Small Bus	TANF 98-99	NonCredit
+	Pon, Teresa	Teachers' Resource Center	ABE/ESL/BASIC 98-99	NonCredit
	Potter, Elizabeth A	Teachers' Resource Center	ABE/ESL/BASIC 98-99	NonCredit
	Ryan, Thomas	Hospitality Training	Eco Dev/JDIT Hiring Hall 98-99	NonCredit
	Seid, Melvyn L	Hospitality Training	Eco Dev/JDIT Hiring Hall 98-99	NonCredit
+	Shields, William F	Hospitality Training	Eco Dev/JDIT Hiring Hall 98-99	NonCredit
+	Sykes, Leo E	Teachers' Resource Center	ABE/ESL/BASIC 98-99	NonCredit
	Tang, Gayle Kit-	Contract Education	Kaiser Hospital	NonCredit
+	White, Kathleen C	Work Force Education	Calworks 98-99	Credit

H1 Spring 1999. 18

SUMMER 1999

(+: Full-time overload/extra pay)
(*: New hourly academic employee)

	Name	Department	Grant	Division
	Alexander, Horace V	Office of Diversity	AB 1725 Staff Diversity 98-99	Credit
	Bell, Rosalyn	Child Dev. & Family Studies	Calworks 98-99	NonCredit
	Bell, Rosalyn	Child Dev. & Family Studies	ECO/SBDC 98-99	NonCredit
	Boegel, Thomas Paul	Computer & Information Science	TTIP 97-98	NonCredit
	Boone, Anthony G	Contract Education	SF Airport Comm - 33	NonCredit
+	Brown, Yvonne D	Transitional Studies	TANF 98-99	NonCredit
	Butler, Terry A	Teachers' Resource Center	ABE/ESL/BASIC 98-99	NonCredit
	Carrese, John M	Contract Education	ECO DEV-CFE 98-99	NonCredit
	Carrese, John M	Contract Education	SF League of Urban Gardeners	NonCredit

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC EMPLOYEES: Categorically Funded.

	Carter, Kevan Leon	Bus/Office Tech/Small Bus	TANF 98-99	NonCredit
+	Casserly, John J	Vocational Education	Vatea T3e Tech Prep 98-99	Credit
+	Chan, Nora L	Vocational Education	Vatea T3e Tech Prep 98-99	Credit
+	Chan, P. Agnes W.	Teachers' Resource Center	ABE/ESL/BASIC 98-99	NonCredit
	Clark, Dani L	Contract Education	Community Bridges Beacon	NonCredit
+	Clark, Sunny L	Student Health	Student Health Fees	Credit
	Conahan, Barbara J	Student Health	Student Health Fees	Credit
+	Conner, Constance May	Vocational Education	Vatea T3e Tech Prep 98-99	NonCredit
+	Corbie, Terrence	Contract Education	SF Public Library - 2	NonCredit
+	Dawydiak, Cecile M	Vocational Education	Vatea T3e Tech Prep 98-99	Credit
	Doane, Timotha J	Vocational Education	Vatea T3e Tech Prep 98-99	Credit
+	Elzie, Andrea B	Child Dev. & Family Studies	Center Based 98-99	NonCredit
	Erickson, Karen L.	Vocational Education	Vatea T3e Tech Prep 98-99	Credit
	Evans, Brenda T	Student Health	Student Health Fees	Credit
+	Fowler, Janet E	Contract Education	DOL By Laboratories	NonCredit
+	Fregly, Carol A	Vocational Education	Vatea T3e Tech Prep 98-99	Credit
+	Fried-Lee, Lauri	Contract Education	DOL By Laboratories	NonCredit
	Gerard, David Anth	Contract Education	SF Airport Commission #34	NonCredit
	Giambattista, Louie M.	Vocational Education	Vatea T3e Tech Prep 98-99	Credit
	Gill, Carl	Contract Education	S.F. Works	NonCredit
	Gill, Carl	Contract Education	SF Works - 2	NonCredit
	Goldstein, Augusta Alcy	Teachers' Resource Center	ABE/ESL/BASIC 98-99	NonCredit
+	Guichard, Margaret	Vocational Education	Vatea T3e Tech Prep 98-99	Credit
	Guthrie, Terry W	English As a Second Language	Project Shine/SFSU 98-99	NonCredit
+	Hamilton, Edward F	Hospitality Training	Eco Dev/JDIT Hiring Hall 98-99	NonCredit
	Hammer, Jennifer C	Teachers' Resource Center	ABE/ESL/BASIC 98-99	NonCredit
	Hawthorne, Mark R	Vocational Education	Vatea T3e Tech Prep 98-99	Credit
+	Hendricks, Joann	Work Force Education	Calworks 98-99	Credit
+	Hendricks, Joann	Work Force Education	TANF 98-99	Credit
	Hudson, Julia	Contract Education	SF Works-3	NonCredit
	Ikeda, Vivian	Teachers' Resource Center	ABE/ESL/BASIC 98-99	NonCredit
	Jackson, Clare R	Hospitality Training	Eco Dev/JDIT Hiring Hall 98-99	NonCredit
	Jackson, Ida	Bus/Office Tech/Small Bus	TANF 98-99	NonCredit
+	Jardim, Philip M	Vocational Education	Vatea T3e Tech Prep 98-99	Credit
+	Johnson, Gregory A	Assessment	JTPA-PIC T3 Assessment 98-99	NonCredit
	Jue, Melvin Grah	Contract Education	ECO/DEV WRKPLACE L C 98-99	NonCredit
	Kotler, Melinda A	English As a Second Language	Project Shine/SFSU 98-99	NonCredit
	Krost, Mary Robe	Contract Education	SF Airport Comm - 33	NonCredit
	Lee, Camilla	Contract Education	ECO DEV-CFE 98-99	NonCredit
	Leonhardt, Edith A.	Vocational Education	Vatea T3e Tech Prep 98-99	Credit
	Lesser, Lee K.	Child Dev. & Family Studies	Calworks 98-99	NonCredit
	Liu, Debra R	English As a Second Language	Project Shine/SFSU 98-99	NonCredit
+	Macri, Ben R	Vocational Education	ECO/ATTC 98-99	NonCredit
+	Magee, Mary A	Work Force Education	Calworks 98-99	NonCredit
	McCuskey, Sarah C	Student Health	Student Health Fees	Credit
+	Meunier-Fiebelkorn, Murie	Contract Education	Innovative Planning System	NonCredit
	Mickelson, Linda Ann	Child Dev. & Family Studies	Calworks 98-99	NonCredit
	Mickelson, Linda Ann	Child Dev. & Family Studies	CALWORKS - 99-00	NonCredit
+	Miller, David A	Vocational Education	ECO/ATTC 98-99	NonCredit
	Minkus, Paula K	Child Dev. & Family Studies	CALWORKS - 99-00	NonCredit
	Minkus, Paula K	Child Dev. & Family Studies	Calworks 98-99	NonCredit

TEMPORARY HOURLY ASSIGNMENTS - ACADEMIC EMPLOYEES: Categorically Funded.

+	Mogar, Mariannina	Contract Education	Innovative Planning System	NonCredit
+	Morales, Leslie	Contract Education	SF Works-3	NonCredit
+	Morales, Leslie	Contract Education	SF Works-4	NonCredit
	Moy, Deborah L	Hospitality Training	Eco Dev/JDIT Hiring Hall 98-99	NonCredit
+	Nakahata, Alice	Contract Education	Innovative Planning System	NonCredit
+	Norris, Jennifer Ann	Vocational Education	JTPA-PIC/T3 OCT 98-99	NonCredit
	Okamoto, Nancy	Student Health	Student Health Fees	Credit
	Ousdahl, Tracy A	Teachers' Resource Center	ABE/ESL/BASIC 98-99	NonCredit
+	Owens, Joyce	Work Force Education	Calworks 98-99	NonCredit
+	Paz, Imelda A	Work Force Education	Calworks 98-99	NonCredit
+	Quadra, Indiana G	Assessment	JTPA-PIC T3 Assessment 98-99	NonCredit
	Reichman, Linda K	Teachers' Resource Center	ABE/ESL/BASIC 98-99	NonCredit
+	Rendon, Peggy T	Work Force Education	Calworks 98-99	NonCredit
+	Rico, Stephen M	Child Dev. & Family Studies	Calworks 98-99	NonCredit
+	Rico, Stephen M	Contract Education	Innovative Planning System	NonCredit
+	Romero, Manuel G	Vocational Education	Vatea T3e Tech Prep 98-99	NonCredit
+	Rose, Arthur W	Work Force Education	Calworks 98-99	NonCredit
+	Rose, Arthur W	Contract Education	SF Works-4	NonCredit
	Sanford, Curt Neal	English As a Second Language	Project Shine/SFSU 98-99	NonCredit
	Selleck, Denise F	Teachers' Resource Center	ABE/ESL/BASIC 98-99	NonCredit
	Sladkus, John D.	Hospitality Training	Eco Dev/JDIT Hiring Hall 98-99	NonCredit
	Smith, Lia J	Teachers' Resource Center	ABE/ESL/BASIC 98-99	NonCredit
	Sneed, Jane W	Contract Education	SF Works-4	NonCredit
+	Solow, Michael Alan	Vocational Education	Vatea T3e Tech Prep 98-99	NonCredit
	Spears, Patricia F	Contract Education	ECO/DEV WRKPLACE L C 98-99	NonCredit
	Stanley, Tae-Wol O.	Student Health	Student Health Fees	Credit
	Stark, L. Susa	Vocational Education	DOL/ETA GARMENT 2000 98-99	Credit
	Stark, L. Susa	Vocational Education	ECO/CACT 98-99	Credit
	Tang, Gayle Kit-	Contract Education	Kaiser Hospital	NonCredit
+	Thiry, Pierre S	Computer & Information Science	TTIP 97-98	NonCredit
+	Tse, Annie	Contract Education	ECO DEV-CFE 98-99	NonCredit
+	Van Ecke, Yolanda H.	Work Force Education	Calworks 98-99	NonCredit
	Van Hasselt, Jade G	Contract Education	Innovative Planning System	NonCredit
	Villazana-Price, Norma A	Child Dev. & Family Studies	CALWORKS - 99-00	NonCredit
	Villazana-Price, Norma A	Child Dev. & Family Studies	Calworks 98-99	NonCredit
	Villazana-Ruiz, Maria del	Child Dev. & Family Studies	Calworks 98-99	NonCredit
+	White, Kathleen C	Child Dev. & Family Studies	Calworks 98-99	NonCredit
	Whittom, Susan R	Child Dev. & Family Studies	Calworks 98-99	NonCredit
	Whittom, Susan R	Child Dev. & Family Studies	ECO/SBDC 98-99	NonCredit
+	Wong, Anna Q	Work Force Education	Calworks 98-99	NonCredit
	Wong, Lorena E	Student Health	Student Health Fees	Credit
+	Wostner, Ulf T	Vocational Education	Vatea T2C 98-99	Credit

H1 Summer 1999. 102

Total for H1: 120

Total Records: 120

990624-H2
Categorically Funded Full-Time Temporary Assignment 1999-2000

RESOLVED: That the following named academic employees be appointed to Categorically Funded Temporary Full-Time assignments pursuant to Education Code Section 87470 for the term and year shown. Appointment shall be contingent upon adequate class enrollment, possession of applicable required minimum qualifications and/or applicable credential, tuberculosis clearance, verification of satisfactory physical examination, and completion of appropriate District documents. Salary shall be in accordance with the current salary schedule. Categorically funded as indicated:

NAME	DEPARTMENT	ACTIVITY	BUDGET	EFFECTIVE DATES
CARRESE, JOHN	Contract Education	Economic Development Liaison	123502-9210-1322	08/18/99-05/26/00
HEARD, CAROL	Learning Assistance	Monitor (80%)	(940623-B4) 121424-6430-1280-6110-C 121425-6430-1280-6110-C	08/18/99-08/31/99 09/01/99-05/26/00
MAGEE, MARY	Workforce Education	Career Coun / Job Devlpr	(980117-B) 123113-7800-1240-6470-N	08/18/99-05/26/00
PAZ, IMELDA	Workforce Education	Case Mgr. / Counselor	CalWORKs (980118-B) 123113-7800-1240-6300-N	08/18/99-05/26/00
VAN ECKE, YOLANDA	Workforce Education	Case Mgr. / Counselor	CalWORKs (980118-B) 123113-7800-1240-6300-N	08/18/99-05/26/00

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: June 24, 1999 **L1**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Authorization to amend employment Contract(s)
(Resolution No. 990624 - L1)

BACKGROUND INFORMATION:

The Board of Trustees by Resolution No. 791120-B1 has made available to its employees the provisions of Section 403(b) of the United States Internal Revenue Code and Section 17501 of the California Revenue and Taxation Code.

Employees of the San Francisco Community College District may enter into an amendment of their employment contracts for the purpose of effecting a reduction in the salaries paid to such employees, and that for each employee who voluntarily elects to accept such reduction in his or her salary, the San Francisco Community College District shall, as directed by such employee, a) purchase, with an amount equal to the reduction in salary, a nontransferable annuity contract issued by an insurance company selected by the employee concerned, or (b) contribute an amount equal to such reduction in salary to a custodial account of a custodian selected by the employee, in which all rights under said custodial account shall be exercisable by the employee concerned.

RECOMMENDATION:

RESOLVED: That the Board of Trustees of the San Francisco Community college amend employment contract for the purpose of (a) purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those

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employees requesting such purchases or contributions, and (c) termination of the amendment to employment contract, complying with the provisions of Section 403(b) of the United States Internal Revenue Code, and Section 17501 of the California Revenue and Taxation Code.

a) INSURANCE COMPANIES	I.D. NO.	BI-WEEKLY Amount
Franklin	55913	50.00
Franklin	56976	50.00
Great American Life	56879	1200.00
Lincoln National Life	54569	120.00
Met LIfe	54637	150.00
Nationwide	54606	30.00
Security First Life	57223	250.00
Security First Life	08940	120.00
Security First Life	56511	150.00
Security First Life	54711	155.00
VALIC	55874	400.00

b) CUSTODIAL ACCOUNTS	I.D. NO.	Bi-WEEKLY AMOUNT
American Fund	56468	100.00
Fidelity	55870	100.00
Fidelity	55251	380.00
Fidelity	56563	100.00
Fidelity	36646	200.00
Franklin Fund	47146	250.00
1st Interstate Denver	56654	50.00
Vanguard	15456	300.00

c) TERMINATION/CANCELLATIONS	I.D. NO.	BI-WEEKLY AMOUNT
Franklin Templeton		.00
General American Life	47146	475.00
Mass Mutual	57068	200.00
		.00

FURTHER IT BE RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to purchase such annuity contracts or contribute to such custodial accounts, subject to ratification by the Board of Trustees.

James Kendrix, Originator

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

Date: June 24, 1999 **L2**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: **Human Resources**
Amending Resolution No. 990527 - L2
Reemployment of Service Retirants
(Resolution No. 990624 - L2)

BACKGROUND INFORMATION:

At their May 27, 1999, regular Board meeting, the Board of Trustees adopted Resolution No. 990527 - L2 employing retirant Reginald Alexander for the period July 1, 1999 through June 30, 2000, at a compensation not to exceed the State Teachers' Retirement System (STRS)limit on retirant compensation. We wish to amend Resolution No. 990527 - L2 to correct the 1999-2000 STRS earnings limit. The earnings limit was incorrectly stated as $18,300, and should have been $19,050. Board of Trustees' approval is required.

RECOMMENDATION:

RESOLVED: That effective for the dates shown, the following retirant be employed to perform duties as agreed at a compensation not to exceed $19,050, the State Teachers' Retirement System limit on retirant compensation in the 1999/2000 fiscal year as provided for in Education Code Section 24214 and appropriate STRS directions.

ALEXANDER, REGINALD July 1, 1999 - June 30, 2000

Gary Tom, Originator

06/24/99 - L2 page 1

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CITY COLLEGE OF SAN FRANCISCO

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Date: June 24, 1999 **L3**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: Human Resources
Reemployment of Service Retirants
Under Education Code Section 24214
(Resolution No. 990624 - L3)

BACKGROUND INFORMATION:

Under California Education Code Section 24214, a retirant may be employed by a school district subject to a fiscal year earnings limitation established by State Teachers' Retirement System (STRS). The rate of pay for such employment shall not be less than the minimum, nor exceed that paid by the employer to other employees performing that paid by the employer to other employees performing comparable duties. The 1999-2000 STRS earnings limit is $19,050.

The College seeks to employ Dr. Arthur Cherdack to provide technical advice in the preparation of enrollment reports the state requires, as well as assistance during the transition period for his successor. Dr. Cherdack's work will be directed by the Dean of Admissions and Records.

RECOMMENDATION:

RESOLVED: That effective for the dates shown, the following retirant be employed to perform duties as agreed at a compensation not to exceed the State Teachers' Retirement System limit on retirant compensation in any fiscal year as provided for in Education Code Section 24214 and appropriate STRS directions.

ARTHUR CHERDACK July 1, 1999 - December 31, 1999

Gary Tom, Originator

06/24/99 - L3 page 1

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DR. PHILIP R. DAY, JR., CHANCELLOR

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

N1

DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: Academic Employees
Community Services Classes
City College of San Francisco
(Resolutions 990624-N1)

BACKGROUND INFORMATION:

Resolutions 990624-N1 covers appointments of academic employees to Community Service Classes and/or other related transactions pursuant to the provisions of California Education Code #78300. All appointments are classified as temporary, hourly unless otherwise stated in the resolution. Board of Trustees approval is required.

The following resolutions are recommended for adoption.

Nicholas T. Hovland, Originator

BOARD OF TRUSTEES
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RESOLVED: That the following named persons be appointed to temporary part-time academic assignments in Community Services and related Programs pursuant to Education Code Section 78300. Employment is contingent upon adequate class enrollment, possession of applicable required minimum qualifications and/or applicable credential, tuberculosis clearance, assignment availability under Article 13-1 of the AFT contract and completion of all District documents necessary to establish eligibility for appointment. Salary shall be in accordance with the appropriate instructional/non-instructional rates as provided by Article 20 of the AFT contract. Total assignments for temporary part-time faculty shall not exceed 60% of the hours per week considered as full-time assignments for regular employees having comparable duties. Total overload/extra pay assignments for full-time faculty shall be in accordance with the relevant provisions of the appropriate bargaining contract and the City College of San Francisco Faculty Handbook.

SPRING 1999

(+: Full-time overload/extra pay)
(*: New hourly academic employee)

	Name	Department	Division
+	Brown, Steven W	Community Services	NonCredit
	Chin, Lawrence	Community Services	NonCredit

N1 Spring 1999: 2

SUMMER 1999

(+: Full-time overload/extra pay)
(*: New hourly academic employee)

Name	Department	Division
Barhoumi, Phuong	Institute for Int'l Students	NonCredit
Cabansag, Lori Olvez	Institute for Int'l Students	NonCredit
Chang, Alexander Pon-C	Institute for Int'l Students	NonCredit
Dennehy, Ann M.	Institute for Int'l Students	NonCredit
Fredenburg, Mark P.	Community Services	NonCredit
Hardin, Heidi A	Community Services	NonCredit
Hartman, Catherine Eli	Institute for Int'l Students	NonCredit
Hohenstein, Charles Lo	Community Services	NonCredit
Ikeda, Vivian	Institute for Int'l Students	NonCredit
Jackson, Ida	Community Services	NonCredit
Jackson, Lawrence J	Community Services	NonCredit
Johnson, Lisa J.	Institute for Int'l Students	NonCredit
Kung, Eric X	Community Services	NonCredit
Litant, Michael	Community Services	NonCredit
Lofthouse, Erin J.	Institute for Int'l Students	NonCredit
Maineri, MaryAnn	Community Services	NonCredit
Reisberg, Mira	Community Services	NonCredit
Taylor, Jeffrey A.	Community Services	NonCredit
Tenge, Marijke	Institute for Int'l Students	NonCredit
Willett, John Hunter	Institute for Int'l Students	NonCredit

N1 Summer 1999: 20

Total for N1: 22

Total Records: 22

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **S1**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: **SPECIAL**
Authorizing an Interagency Protocol Agreement with the City and County of San Francisco, San Francisco Police Department for the purpose of clarifying operational responsibilities for investigations of violent crimes occurring on each campus.
(Resolution No. 990624-S1)

BACKGROUND INFORMATION:

The California State legislature has enacted SB 1729 (Kristin Smart Campus Safety Act). This legislation requires that California community colleges enter into written agreements with local law enforcement agencies for providing the public with clear information regarding the operational responsibilities for the investigation of crimes occurring on their campuses. The requirements are provided in the California Education Code section 67381. Copies of the agreements must be available for public viewing by July 1, 1999. Copies of all agreements must be transmitted to the legislative analyst on or before September 1, 1999.

The written agreement between the San Francisco Community College District Police Department and the San Francisco Police Department will formalize existing operational practices. Primary law enforcement is the responsibility of the San Francisco Community College Police Department. Part 1-Violent Crimes (homicide, forcible rate, etc.) are the responsibility of the San Francisco Police Department. The San Francisco Police Department will provide special services as an as needed basis.

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RECOMMENDATION:

RESOLVE: That authorization be given to enter into an interagency protocol agreement with the San Francisco Police Department, City and County of San Francisco.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Charles N. Collins, Originator

06/24/99 - S1 page 2

Interagency Protocol Agreement

This Interagency Operations and Protocol Agreement, between the San Francisco Community College District Police Department and the San Francisco Police Department, is to clarify agency jurisdiction and response responsibility as required by the Kristin Smart Campus Safety Act of 1998. (Education Code section #67381)

The California Legislature under this Act also reaffirms that campus law enforcement agencies have primary authority for providing law enforcement service on their campuses.

This act also requires law enforcement agencies to designate operation responsibility and define specific geographic boundaries of response for the investigation of Part I violent crimes of homicide, forcible rape, robbery and aggravated assaults on campus property and property controlled by the college or university

1 The San Francisco Community College Police Department will be the primary law enforcement response to criminal related incidents that are reported 24 hours per day, 7 days per week.

2 The San Francisco Community College Police Department will be responsible for all criminal activity and incidents committed on campus property, except homicides, reports of forcible rape and missing children/adults, which will be the sole responsibility of the San Francisco Police Department. The following are jurisdictions of all City College Campuses including perimeter sidewalk areas for the following locations.

A) **Airport Campus** located at the San Francisco International Airport
B) **Alemany Campus** located at 750 Eddy St., San Francisco, Ca 94110
C) **Chinatown/North Beach Campus** located at 941 Filbert St., San Francisco, CA 94133
D) **District Business Office** located at 31/33 Gough St., San Francisco, CA 94110
D) **Downtown Campus** located at 800 Mission St., San Francisco, CA 94103
F) **Evans Campus** located at 1400 Evans Ave., San Francisco, CA 94124
G) **Phelan Campus** located at 50 Phelan Ave., San Francisco, CA 94112
H) **Mission Campus** located at 106 Bartlett St., & 22nd St., San Francisco, Ca 94110
I) **Southeast Campus** located at 1800 Oakdale Ave., San Francisco, Ca 94124

3 The San Francisco Police Department will continue to receive all 911 phone calls from properties within the College and dispatch College Police as appropriate

4 The San Francisco Community College Police Department will be responsible for all non-injury and minor injury traffic accidents. Traffic accidents that result in serious injury or death will be the responsibility of the San Francisco Police Department.

5 The San Francisco Police Department may also provide assistance to the San Francisco Community College Police Department in the form of investigative services, special enforcement or any other specialities on an as needed basis

This agreement, entered into on _____, by the below listed signatories, may be terminated by either party after giving thirty (30) days of written notice on intent to terminate

Gerald De Girolamo
Chief of Police
S.F.C.C.D

Fred Lau
Chief of Police
San Francisco Police Department

Peter Goldstein
Chief Operating Officer

CITY COLLEGE OF SAN FRANCISCO

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

S2

DATE: June 24, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: **Special**
Adjourning the regular monthly meeting of July, 1999 to August, 1999 and authorizing the Chancellor or his designee to take action subject to Board ratification or approval.
(Resolution No. 990624-S2)

BACKGROUND INFORMATION:
While Education Code Section 72000 (c)(4) describes a schedule for regular meetings of a board of trustees of a community college district, Government Code Section 54955 provides that the legislative body of a local agency may adjourn any regular meeting to a specified time and place. It is recommended that the regular July, 1999 meeting be adjourned to the time and place of the regular August, 1999 meeting. However, in order to provide for the uninterrupted operation of the District during the period from the June meeting to the August meeting, it is further recommended that the Board authorize the Chancellor or his designee to take any and all action necessary for the operation and conduct of the San Francisco Community College District in accordance with Education Code Sections 70902(d) and 81655.

RECOMMENDATION:

RESOLVED: That the Board of Trustees of the San Francisco Community College District hereby adjourns the regular monthly meeting of July 29, 1999 to August 26, 1999 at 6:00 p.m., at 33 Gough Street, San Francisco; and

FURTHER BE IT RESOLVED: That the Chancellor or his designee be authorized to take any and all action necessary for the operation and conduct of the San Francisco Community College District during the time between the regular June and August 1999 Board meetings, subject to ratification or approval by the Board of Trustees at its next regular meeting.

Originator: Ronald Lee

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S3

DATE: June 24, 1999

SUBJECT: Remove All Links Between the CCSF Server And The Teacher Review Computer (Resolution No. 990624-S3)

RESOLVED: That the Chancellor direct the City College of San Francisco Webmaster to remove all links between the City College of San Francisco server and the Teacher Review computer.

Trustee Robert Varni, Originator
Trustee James Haskell Mayo II, Originator
Trustee Rodel Rodis, Originator

06/24/99 - S3 page 1

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DATE: June 24, 1999 **S4**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: **SPECIAL**
Authorization to Submit Final Project Proposal to State Chancellor's Office
(Resolution No. 990624-S4)

BACKGROUND INFORMATION:

RECOMMENDATION:

WHEREAS, under provisions of Education Code the San Francisco Community College District is required to submit Final Project Proposals(s), as requested for the 1999-2000 fiscal year funding; and

WHEREAS, requested projects are part of the District's 1999-2003 Five-Year Construction Plan.

THEREFORE BE IT RESOLVED: That the President and the Secretary of the Board be, and they are hereby, authorized to submit proposed projects, as directed by the Chancellor's Office, California Community Colleges, under said act, and to execute the necessary applications, assurances, and authentication forms for the following project(s):

San Francisco City College - Mission Campus Building
Preliminary Plans and Working Drawings, furniture and group II equipment.

Peter Goldstein, Originator

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50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • 415. 239.3000

DATE: June 24, 1999 **S5**

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: **SPECIAL**
Authorization for the San Francisco Community College District to become a member of a joint powers authority. (Resolution No. 990624-S5)

BACKGROUND INFORMATON:

Owner Controlled Insurance Programs (Wrap Up) for construction projects can benefit school and community college districts in the State of California by providing general liability and workers compensation coverages for contractors. This can be particularly helpful to smaller minority and women owned firms. It may also result in substantially lower insurance costs to the districts for construction projects.

More than 50 school and community college districts in California are joining together to form a Joint Powers Agency for Owner Controlled Insurance Programs (Wrap Up). The JPA being formed would be known as SEWUP (State Education Wrap UP Program) and would be governed directly by the member school and college districts. The source of funding for each district's construction projects would be used to pay for the needed coverages.

The authority for this activity is contained in Title I, Division 7, Chapter 5 Article I (Section 6500 et seq.) of the Government Code of the State of.

The District will not be required to invest any funds in this JPA. In addition, the District will not take on any additional liability because the JPA will fully insure each project.

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DR. PHILIP R. DAY, JR., CHANCELLOR

RECOMMENDATION:

THEREFORE BE IT RESOLVED: That the Board of Trustees of the San Francisco Community College District/ hereby declares its membership in the Statewide Educational Wrap Up Program and instructs its duly authorized agent to execute on behalf of the District the attached Joint Powers Agreement and appoints its Chief Operating Officer as its official representative to the SEWUP JPA.

Peter Goldstein, Originator

06/24/99 S5 page 2

CITY COLLEGE OF SAN FRANCISCO

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Date: June 24, 1999 **W1**

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Subject: **Real Estate**
Authorization to sublease to the First Chinese Baptist Church of San Francisco, starting August 1, 1999 through February 28, 2000 at a rate of $200 per month at 888 Clay St., San Francisco, California
(Resolution No:990624-W1)

BACKGROUND INFORMATION:

By Board Resolution No. 970731-W1, the Board of Trustees approved a ten year rental agreement with the owners of 888 Clay St., San Francisco, CA for the use of two floors for classes offered by the Chinatown/North Beach Campus. One other site the Chinatown/North Beach Campus has used in the past to offer classes is the First Chinese Baptist Church of San Francisco. On May 13, 1999, the District received a request by the First Chinese Baptist Church of San Francisco to sublet six classrooms on Friday nights and two classrooms on Saturday nights from August, 1999 through February, 2000 during the church's retrofit project. Pursuant to our lease at 888 Clay St., District administration sought and received approval from the owners/landlords and recommends a sublease.

RECOMMENDATION:

RESOLVED: That the Board of Trustees authorizes a sublease to the First Chinese Baptist Church of San Francisco, starting August 1, 1999 through February 28, 2000 at a rate of $200 per month at 888 Clay St., San Francisco, California

06/24/99 - W1 page 1

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Further Be It Resolved: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute such a sublease agreement on behalf of the San Francisco Community College District.

Stephen J. Herman, Originator

06/24/99 - W1 page 2

FOR INFORMATION ONLY

Honorable Board of Trustees of the
San Francisco Community City College District

Subject: Report on contracts under $50,000, Office of Contract Education, City College of San Francisco, June 1999.

This report is for information only on contracts that the Office of Contract Education negotiated or amended under $50,000 for the month of June 1999.

- Department of Public Works (DPW-5) - Contract total $1,040, term June 1, 1999 to July 30, 1999, for administration of a 4-hour written and oral ESL Placement Test for 25 participants.

- Community Bridges Beacon (CBB) - Contract total $3,520, term June 7, 1999 to July 28, 1999, for a 32-hour ESL training program.

- Innovative Planning Systems USA (IPS USA) - Contract total $6,424, term June 7 to June 9, 1999, for providing a 3-day Child Development program which includes seminars and site visits to a delegation from Osaka College of Japan.

- Department of Adult Probation (DAP) - Contract total $1,000, term May 14, 1999, for a 4-hour performance-based training assessment.

- City and County of San Francisco Office of Assessor-Recorder - Contract total $4,000, term June 1, 1999 to June 30, 1999, for a 14-hour performance-based training assessment.

CHANCELLOR'S REPORT

- **Monthly Report, June 1999**
- **Monthly Financial Report**

DOCUMENTS DEPT.

JUN 21 1999

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OFFICE OF THE CHANCELLOR

50 PHELAN AVENUE • BOX E200 • SAN FRANCISCO, CA 94112 • 415. 239.3303 • FAX 415. 239.3918

MEMORANDUM

DATE: June 17, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr.
Chancellor

SUBJECT: **Monthly Report - June, 1999**

This past month got off to a rather tumultuous start. After the Board and the Chancellor were given the go-ahead by legal counsel to share our new plan for the Chinatown/North Beach Campus with the public, I immediately set up a series of meetings with the Board of Supervisors to discuss our revised plans and set a date for an "open hearing" on the plans for early June. I thought it would be appropriate to start with the Finance Committee of the Board of Supervisors since they had expressed some concerns about the status of the Colombo Building earlier in the Spring. Little did I know what that was going to lead to but I soon found out after my meeting with Supervisor Yee.

After a week of non-stop negotiations and continuous meetings with both the staff of the Mayor's Office of Finance, the Finance Committee and their staff, and finally representatives of the Friends of the Colombo Building, we were able to bring the matter to a highly successful closure. In fact, no one expected that we would actually get to the point of a final legal settlement of our lawsuit...but we did! With all of that behind us, we were able to go ahead with our Special Board Meeting at the Chinatown/North Beach campus and it was very successful in demonstrating to the community our intent to develop a campus project that will be an excellent fit for the neighborhood and also accommodate the needs of our students and faculty.

The second major effort that I was involved in this past month was a series of meetings with the Mayor's Office of Economic Development, selected staff of the Mayor's Office, the new Executive Director of Muni, and representatives of the various neighborhood organizations that are interested in the development of Ocean Avenue, Balboa Reservoir and the Phelan Loop. I'm delighted with the outcomes to date and the leadership role the college is playing in support of the Mayor's Office in this regard. I must say that our

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planning consultant, Mr. Bill Liskamm, has been very helpful and has provided direct support to my office throughout. Everyone is excited about our proposed plan for the Balboa Reservoir and it appears as though we have gotten a very serious commitment from Muni and the Fire Department to work with us on the staging of the Ocean Avenue transportation work so that it doesn't disrupt our "business" and that of others; the revitalization of the Phelan Loop; and broadbased support for a comprehensive development effort and plan for the OMI district with the Balboa Reservoir as the centerpiece. Later this week, Wendy Nelder, Bill Liskamm, Trustee Rodel Rodis and I will be meeting with Andy Moran of the PUC to come to closure on both the final approval and timetable for release of the reservoir property to CCSF.

The tentative budget for 1999-2000 is finalized and I will be presenting the budget recommendations at our June Board meeting. I did present an in-depth workshop on the budget for the Finance Committee of the Board as well as, an update on our Technology Plans for the District. I am hoping that those members of the Board that missed that presentation/workshop, will be able to have a special meeting prior to our June Board meeting. Overall, and keeping in mind that this was a "pilot year" for implementing the new planning and budgeting model, I am very proud and satisfied with the efforts of the Planning and Budgeting Council, the staff, and in particular, the technical support we received from Dr. Denton Crews of Development Institute. I look forward to a full implementation of the new system next year.

Finally, I'm very pleased to advise you that I have been named to a special and new task force on funding by the Chancellor and the Board of Governors of California Community Colleges. This task force, the **Funding Formula Task Force**, will be reviewing the current funding formula, issues regarding equity funding, and the manner in which the state's funding request is presented to the "powers that be" for consideration. Given the results of this latest legislative session, and various funding inequities that exist (credit vs. non-credit), a fresh look at the state's funding formula for community colleges is absolutely necessary. It's critical that CCSF be involved in this review process and I was pleased to be nominated by my fellow peers around the state for this important committee. I'm attaching some background information on the composition of the committee and funding for your consideration.

Additionally, the following highlights and activities reflect the efforts of the Chancellor to address his objectives and the college's annual plan for 1998-99:

1) Interviewed nominee for department chair position for Consumer Arts.

2) Conducted special Board meeting/workshop on budget and technology plans for 1999-2000.

3) Hosted with Board of Trustees, special Latino Celebration at Rosenberg Library.

4) Attended and spoke at special ribbon-cutting ceremony with Mayor Brown honoring new program initiative for Homeless Veterans and Swords to Plowshare partnership with City College.

5) Met with Mr. Lefty Gordon and other representatives of the "Kitchen Cabinet" to discuss the college's efforts for outreach and recruitment of minority students and the support services needed to insure retention.

6) Conducted conference call with Dr. Norma Reese, President of Cal State at Hayward to discuss expanded articulation efforts and prospects for a joint meeting of our respective senior staff.

7) Participated in an in-depth interview with the San Francisco Chronicle to discuss budget, Legislative concerns, and the future of City College.

8) Attended with Staff, and Leo Paz, Program Director for our Filipino Studies Department, the Annual Achievement Awards for Filipinas Magazine.

9) Hosted dinner meeting of NSF Visiting Team here to visit and evaluate our Bio-Link Project.

10) Hosted lunch with representatives of the Board of Trustees of Spokane Community College visiting CCSF to evaluate one of our senior administrators who was a candidate for their position of Chancellor.

11) Attended first meeting of new Funding Formula Task Force of the Board of Governors' of California Community college to which I have been named.

12) Hosted College Agenda Review Meeting.

13) Met with the Chair and representatives of the Board's Personnel Committee to review my proposed objectives for 1999-2000 and to discuss the upcoming evaluation process for the Chancellor.

14) Attended and spoke to the Mission Merchants' Association about the future plans of the new Mission Campus, funding, and their involvement in future plans.

15) Met with Supervisor Becerril and other representatives of the Mission District, Peter Goldstein, and Dean Carlota Del Portillo about the new Mission Campus plans.

16) Hosted meeting with representatives of the Chancellor's Diversity Task Force to discuss future plans for 1999-2000.

17) Attended special reception for Dr. Bill Rojas hosted by Richard Goldman and Dr. Kathleen Alioto.

18) Met with Editorial Board of the San Francisco Examiner to discuss the Legislature's budget and the need to work against any Governor's veto of funding for community colleges and our Mission Campus project.

19) Met with representatives of Associated Students and the new Student Trustee to discuss issues of importance in the upcoming months.

20) Met with Julie Brandt of the Mayor's Office of Economic Development to discuss Bayview Hunters Point project, Headstart, Bio-Link, and the OMI/Balboa Reservoir initiative.

21) Participated in JuneTeenth Parade along with members of the Board of Trustees.

22) Attended second meeting of the Board of Governor's Funding Task Force in Sacramento (see attached information for background).

23) Attended meeting with representatives of the Governance Committee of the One-Stop Centers to discuss future plans for implementing the Welfare-to-Work and Workforce Investment Act legislation and services in San Francisco.

Thank you and if you have any questions regarding any of the above, please don't hesitate to contact me directly.

Attachment

PRDJ:jcd

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Revenue per Student Comparisons

California Community Colleges

1994-98

Prepared by:

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Research and Analysis Unit

Judy Walters, Vice Chancellor
Policy Analysis and Management Information Services Division
Chancellor's Office, California Community Colleges
Sacramento, California

April 1999

Revenue per Student Comparisons
California Community Colleges, 1994 to 1998

Summary

This paper updates revenue per student comparisons contained in the Chancellor's Office 1997 report on *Funding Patterns in California Community Colleges: Technical Paper for 2005 Task Force.*

These revenue comparisons are benchmarked across five fiscal years, against community colleges in ten other large states (10LS), and for different sources of revenue. Several data sources are used, the primary being the U.S. Department of Education *Integrated Postsecondary Education Data Survey (IPEDS)* and Chancellor's Office *Fiscal Data Abstract.*

The definitions and measures - of both revenue and full-time equivalent (FTE) students - are the most comparable and valid available. Data are based on either reports of actual experience or up-to-date estimates.

Major findings:

- The revenue per student gap (California is below the 10LS) has increased slightly from 1993-94 to 1997-98 largely because while revenues have increased, California FTE are up and those in the 10LS are down slightly.

- During the same period, the gap in state and local tax revenue per student has declined from $585 per FTE to $248 per FTE, because of California's improved public revenue stream.

- California's current tuition and fee revenues per FTE lag behind those of the 10LS even more than in 1993-94 because the $50 per credit baccalaureate surcharge was eliminated in 1996 and enrollment fee maintained at $13 while colleges in the 10LS increased tuition and fees at 4% to 5% annually.

- While California community colleges have improved their level of federal revenues, they still lag behind those of colleges in the 10LS.

Revenue per Student Comparisons
California Community Colleges, 1994 to 1998

Purpose

The basic purpose of this paper is to update - from 1993-94 to 1997-98 - the revenue per student comparisons contained in the Chancellor's Office 1997 paper *on Funding Patterns in California Community Colleges* which formed a part of the basis for recommendations by the 2005 Task Force and the Chancellor in *California Community Colleges 2005.*

Findings

The major question: in view of the recent improvements in Proposition 98 and California Community College funding, has the $2,000+ gap in revenue per student between California and community colleges in ten other large states (10LS) that existed in 1993-94 been closed?

The answer:

- ***No; the "gap" has actually increased slightly****, from $2,140 to $2,286 since 1993-94, because California's revenue stream has not improved enough to compensate for differences in FTE change: California FTE are up 6%, while the 10LS FTE have declined slightly (see Table 1 and Chart 1).*

Also of concern: What has happened to the revenue "gap" in terms of its **component** parts?

- *The gap in* ***state and local tax*** *revenues per student (California level is less than the 10LS) has declined, but still exists: the gap falling from $585 per FTE in 1993-94 to $248 in 1997-98 (Chart 2).*

  The proportion of California community college budgets derived from state and local tax revenues has increased during the past four-year period from 76% in 1993-94 to 81% currently (Tables 2, 3, and 4). The current proportion in the 10LS is 61%.

- ***Tuition and fee*** *revenues per student in California, always below those of other states, have fallen further behind, the 1993-94 gap of $1,200 per FTE increasing to $1,500 by 1997-98 (Chart 2). This is because California community colleges eliminated the $50 per credit*

surcharge for students with baccalaureates in 1996 and maintained the enrollment fee at $13 per credit unit, while community colleges elsewhere in the 10LS were increasing tuition and fee charges by between 4% and 5% each year (Charts 2 and 3).

- *California continues to be relatively low in the amount of* ***federal*** *revenues per student its community colleges receive. California appears to have increased its federal revenue over the past four years, however, while the 10LS have not; thereby, closing the gap somewhat (Chart 2).*

Method

Benchmarks

The comparisons span five fiscal years, highlighting:

1993-94
1995-96

Data for these years are actual reports taken from:

- California Community College Chancellor's Office, *Funding Patterns in California Community Colleges: Technical Paper for 2005 Task Force.*
- California Community College Chancellor's Office, *Fiscal Data Abstracts.*
- U.S. Department of Education. (1997). *Integrated Postsecondary Education Data Survey (IPEDS),* Fiscal and Enrollment Reports.

1997-98

Data for this year are a combination of actual reports and estimates taken from:

- California Community College Chancellor's Office, *Fiscal Data Abstracts and April 1999 telephone survey of the 10LS.*
- American Association of Community Colleges (AACC).
- State Higher Education Executive Officers (SHEEO). *Appropriations for Higher Education.*
- Center for Higher Education, Illinois State University. *Grapevine,* Internet Web Site.

Community colleges in California are compared to their counterparts *in ten other large states (10LS):*

State-Aided Community Colleges:	Arizona Illinois Michigan New York (SUNY, CUNY, technicals) Ohio Pennsylvania Texas
State Community Colleges:	Florida North Carolina Washington

Besides shortening the survey time and improving the information response, use of the 10LS provides a valid comparative group. Among them, community colleges in the 10LS and California comprise more than half of all FTE enrollment and revenues reported by all community colleges in the United States. Moreover, the demographics, public finance, and community college operations in the 10LS are more like these factors in California then are the same factors in the other 39 states.

Measures and Definitions

Revenue.

Use of the IPEDS as a beginning benchmark requires us to use their revenue definitions as our basis:

> *Federal* sources: appropriations, grants and contracts, and independent operations, excluding Pell Grants.
>
> *State and Local* sources: appropriations, grants, and contracts from state and local governments.
>
> *Other* sources: private gifts, grants and contracts, endowment income, sales and services, and other.

The IPEDS survey data include both general and special "current" funds revenue. Reconciling state and local reports to IPEDS requires an upward adjustment in reports that present only an institution's general fund. In California, for instance, this explains why our estimated revenue per FTE for 1995-96 of $5,144 is so much higher than the *Fiscal Abstract's* reported $4,113 general fund (excluding special fund) revenue per FTE for that same year.

Full-Time Equivalent (FTE) Student Enrollment.

This work uses FTE generated in instruction for which institutional credit is awarded because it is the most consistently available measure over time and across states. Enrollment in instruction not offered for credit, by contract, or in a corporate cost-recovery mode is not used primarily because it is not available and secondarily because practices vary across states.

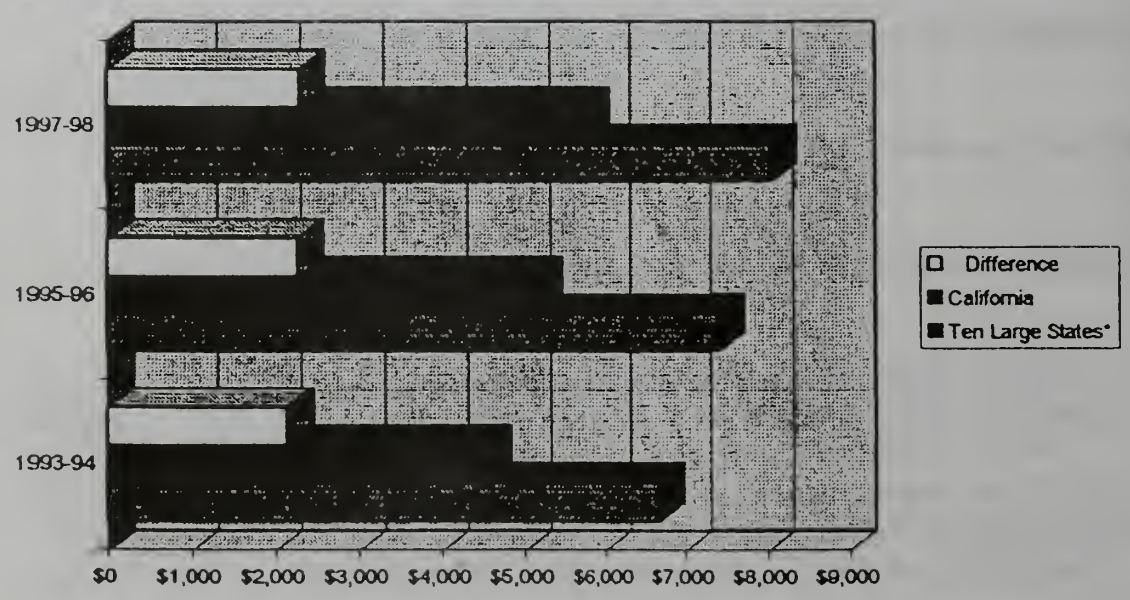
The derivation of FTE is based on class contact hours in some states and on class credit hours in other states. The precise consequence of this is uncertain since states use different denominators. For instance, California uses 525 contact hours to define one FTE, while Oregon uses 500 contact hours. Further clouding this picture is the fact that community colleges in one state (like California or Michigan) may offer instruction by contract and not measure any of the instructional activity, while colleges in another state (like Oregon, Arizona or North Carolina) offer some of the same kind of instruction through their regular programs and measure all of the instructional activity through FTE. [Despite these minor complications, our view is that such problems are sufficiently trivial that they do not seriously detract from the comparisons in this paper.]

As with the revenue adjustments, we have reconciled the FTE estimates from the sources in each of the states to the federal estimates prepared by NCES. In any case, the change in FTE over the period of major importance (Chart 4).

Community College Revenue per Student
Table 1

	1993-94	1995-96	Change	1997-98	Change	1998-99
Total Revenue per FTE						
Ten Large States*	$6,665	$7,412	11.2%	$8,046	8.6%	
California	$4,525	$5,144	13.7%	$5,755	11.9%	
Difference	$2,140	$2,268	$128	$2,291	$23	
State & Local Tax Revenues per FTE						
Ten Large States*	$4,039	$4,457	10.4%	$4,890	9.7%	
California	$3,454	$3,992	15.6%	$4,642	16.3%	
Difference	$585	$465	($120)	$248	($217)	
Tuition and Fee Revenues per FTE						
Ten Large States*	$1,618	$1,802	11.4%	$1,997	10.8%	
California	$405	$412	1.6%	$477	16.0%	
Difference	$1,213	$1,391	$178	$1,519	$129	
	1993-94	**1995-96**		**1997-98**		
Federal Revenues per FTE						
Ten Large States*	$477	$369	-22.7%	$371	0.6%	
California	$189	$226	19.8%	$214	-5.3%	
Difference	$288	$142	($146)	$156	$14	
Other Revenues per FTE						
Ten Large States*	$700	$784	12.0%	$788	0.6%	
California	$477	$514	7.8%	$484	-5.9%	
Difference	$223	$270	$47	$304	$35	

Chart 1. Total Revenue per FTE

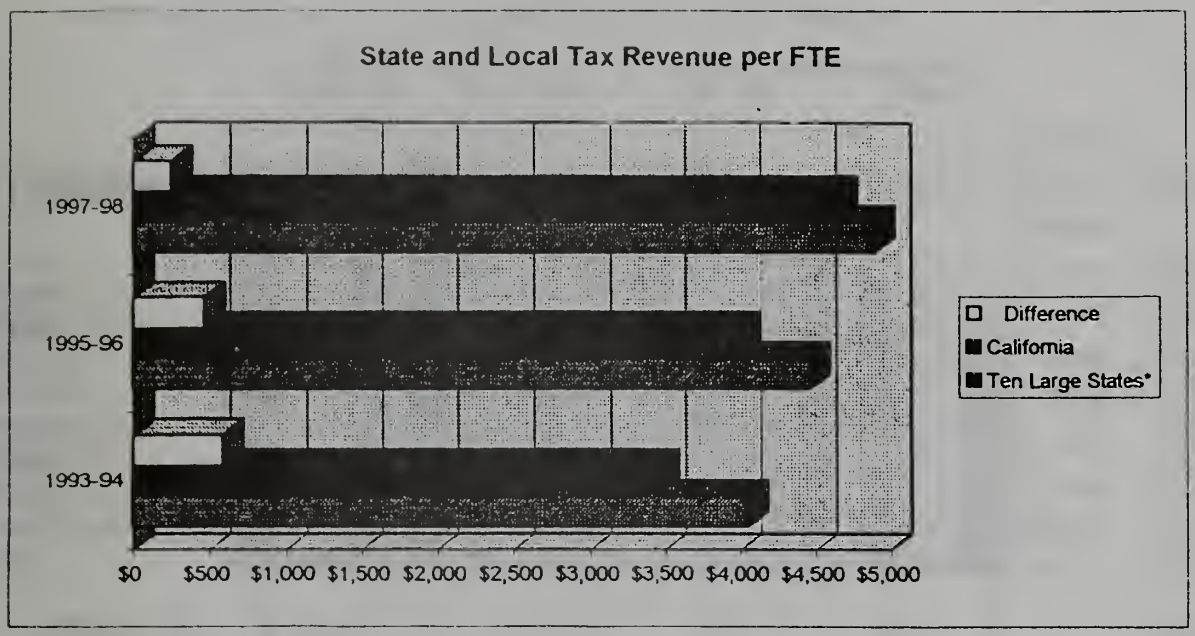


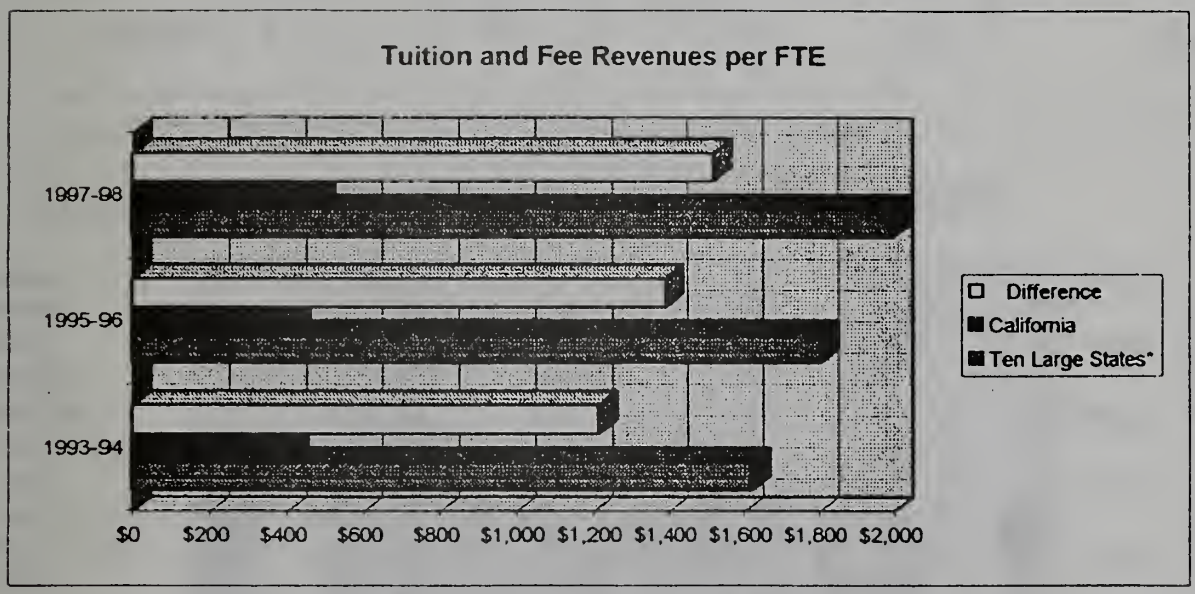
*Arizona, Florida, Illinois, Michigan, NY, North Carolina, Ohio, Pennsylvania, Texas, Washington.

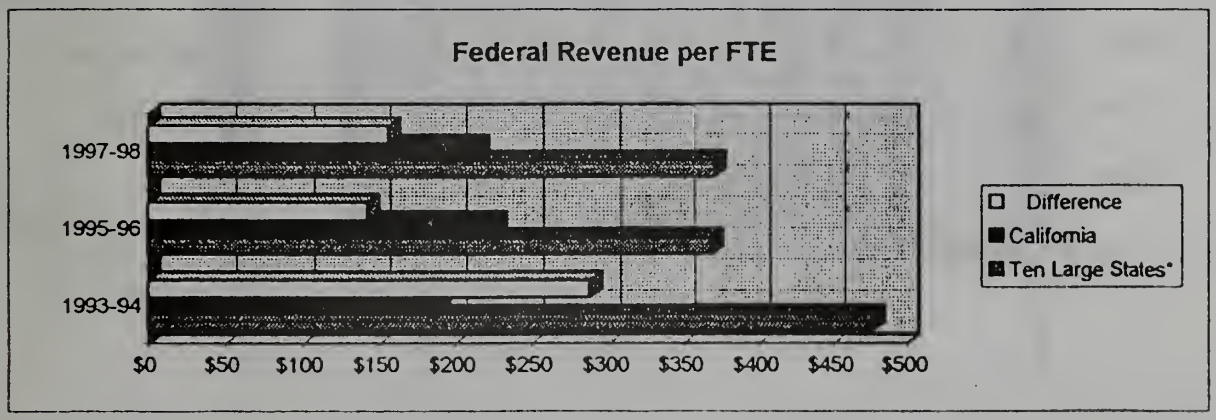
Source: Tables 2, 3, and 4.

McIntyre, 4/28/99

Community College Revenue per Student
Chart 2







*Arizona, Florida, Illinois, Michigan, NY, North Carolina, Ohio, Pennsylvania, Texas, Washington.

Source: Table 1.

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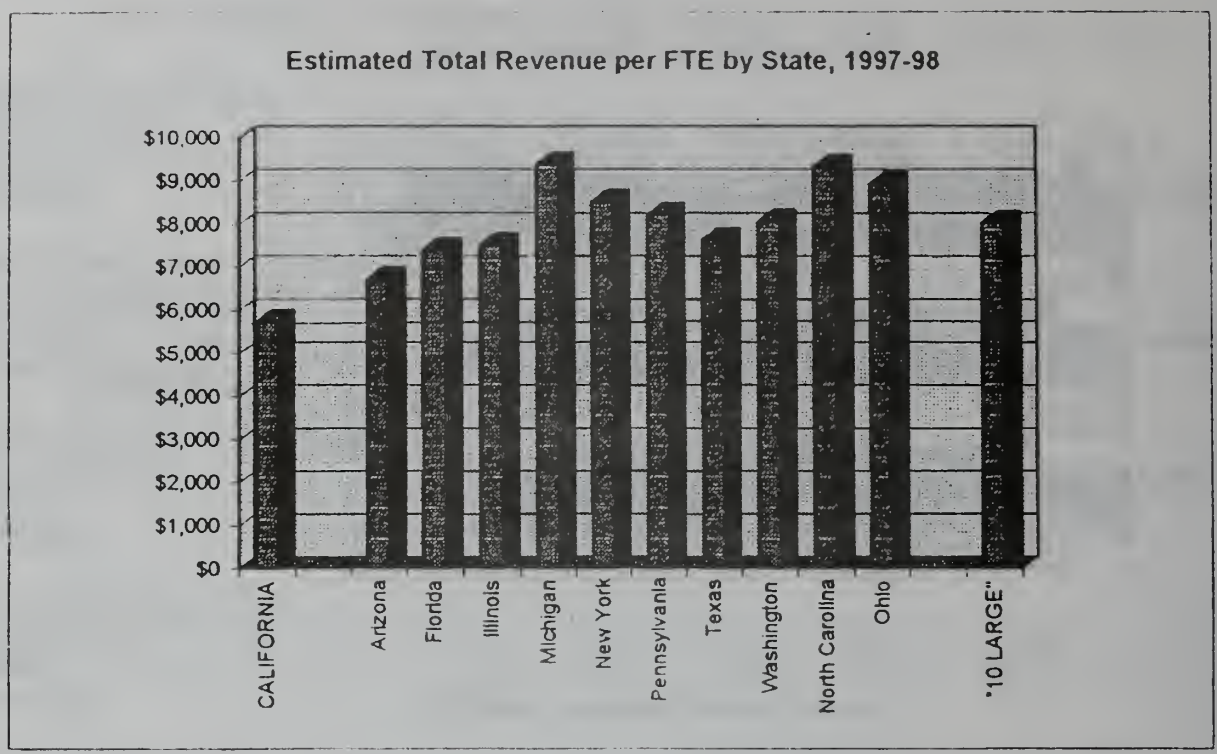
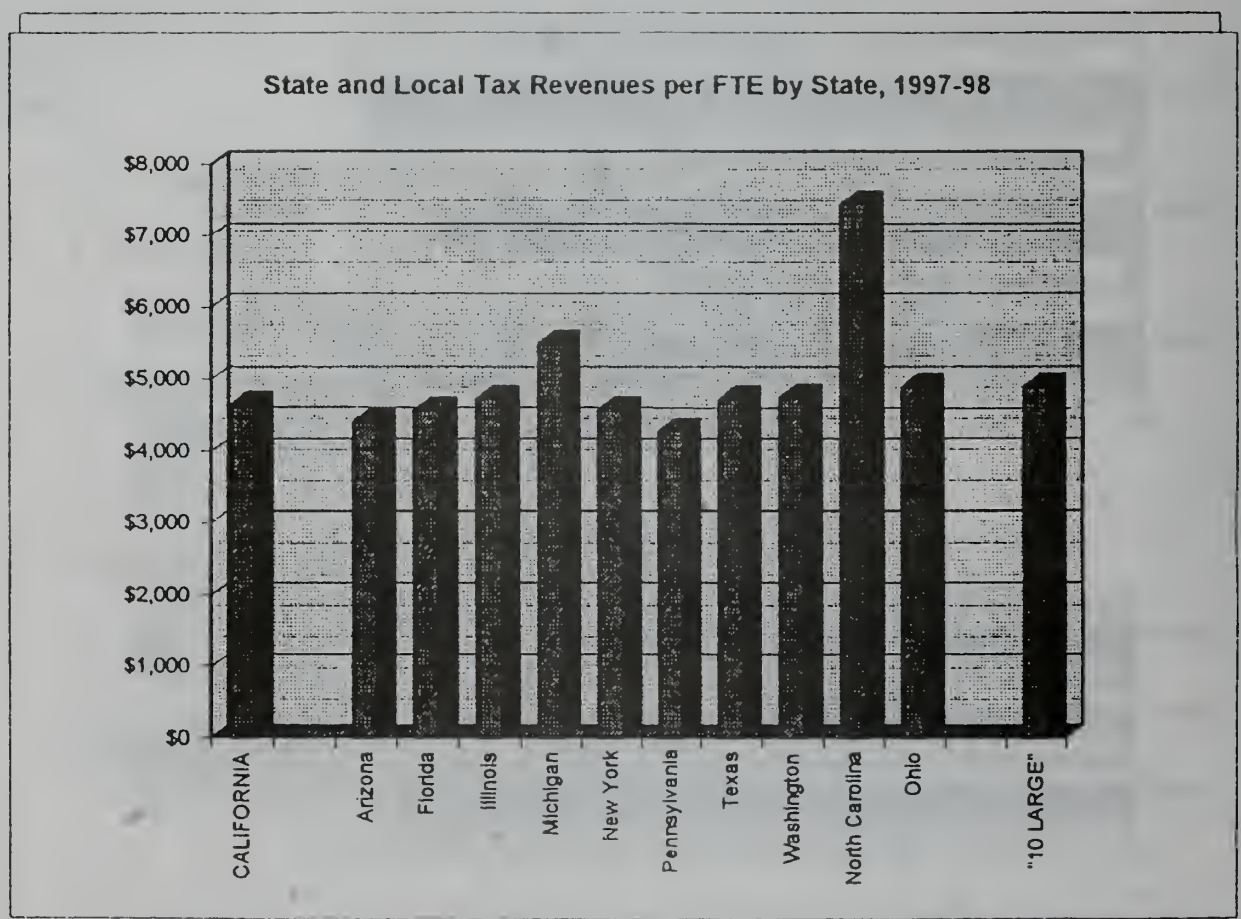
Community College Revenue per Student
Chart 3





Source: Table 4.

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Community College Revenue per Student
Table 2

Revenue per Credit FTE, 1993-94

	Tuition & Fees	State and Local Tax	Federal	Other	Total
CALIFORNIA	$405	$3,454	$189	$477	$4,525
Arizona	$1,173	$3,403	$268	$417	$5,261
Florida	$1,513	$3,545	$292	$592	$5,942
Illinois	$1,190	$3,633	$367	$741	$5,930
Michigan	$2,040	$4,207	$302	$738	$7,286
New York	$2,425	$4,406	$128	$647	$7,606
Pennsylvania	$2,224	$3,319	$330	$592	$6,465
Texas	$1,191	$4,234	$470	$751	$6,646
Washington	$1,560	$4,502	$343	$1,109	$7,513
North Carolina	$809	$5,522	$297	$587	$7,215
Ohio	$2,457	$3,516	$170	$760	$6,904
"10 LARGE"	$1,618	$4,039	$477	$700	$6,665
"OTHER"	$1,653	$3,814	$465	$768	$6,701

Percent Distribution

CALIFORNIA	9%	76%	4%	11%	100%
Arizona	22%	65%	5%	8%	100%
Florida	25%	60%	5%	10%	100%
Illinois	20%	61%	6%	12%	100%
Michigan	28%	58%	4%	10%	100%
New York	32%	58%	2%	9%	100%
Pennsylvania	34%	51%	5%	9%	100%
Texas	18%	64%	7%	11%	100%
Washington	21%	60%	5%	15%	100%
North Carolina	11%	77%	4%	8%	100%
Ohio	36%	51%	2%	11%	100%
"10 LARGE"	24%	61%	7%	11%	100%
"OTHER"	25%	57%	7%	11%	100%

Source: Chancellor's Office. (1997). *Funding Patterns in California Community Colleges*.
U.S. Department of Education (1998). National Center for Educational Statistics, Integrated Postsecondary Education Data System (IPEDS) Survey.

McIntyre, 4/28/99

Community College Revenue per Student
Table 3

Revenue per Credit FTE, 1995-96

	Tuition & Fees	State and Local Tax	Federal	Other	Total
CALIFORNIA	$412	$3,992	$226	$514	$5,144
Arizona	$1,386	$4,145	$397	$573	$6,506
Florida	$1,576	$3,834	$335	$688	$6,433
Illinois	$1,397	$4,287	$373	$857	$6,914
Michigan	$2,235	$4,798	$420	$950	$8,403
New York	$2,794	$4,766	$201	$629	$8,391
Pennsylvania	$2,586	$3,868	$422	$664	$7,540
Texas	$1,378	$4,382	$547	$795	$7,102
Washington	$1,682	$4,432	$356	$1,106	$7,576
North Carolina	$828	$6,015	$305	$664	$7,812
Ohio	$2,732	$4,345	$239	$922	$8,229
"10 LARGE"	$1,802	$4,457	$369	$784	$7,412
"39 OTHER"	$1,819	$4,384	$523	$869	$7,596
ALL OTHER - CA	$1,810	$4,423	$441	$824	$7,498
TOTAL	$1,456	$4,314	$387	$745	$6,902

Percent Distribution

CALIFORNIA	8%	78%	4%	10%	100%
Arizona	21%	64%	6%	9%	100%
Florida	25%	60%	5%	11%	100%
Illinois	20%	62%	5%	12%	100%
Michigan	27%	57%	5%	11%	100%
New York	33%	57%	2%	8%	100%
Pennsylvania	34%	51%	6%	9%	100%
Texas	19%	62%	8%	11%	100%
Washington	22%	59%	5%	15%	100%
North Carolina	11%	77%	4%	9%	100%
Ohio	33%	53%	3%	11%	100%
"10 LARGE"	24%	60%	5%	11%	100%
"39 OTHER"	24%	58%	7%	11%	100%
ALL OTHER - CA	24%	59%	6%	11%	100%
CA	8%	78%	4%	10%	100%

Source: Chancellor's Office. (1997). *Fiscal Data Abstract, 1995-96.*
U.S. Department of Education (1998). National Center for Educational Statistics, *Integrated Postsecondary Education Data System (IPEDS)*, 1995-96 Finance Survey and Fall Enrollment Survey estimate of FTE enrollment in public 2-year institutions.

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Community College Full-Time Equivalent Students
Table 4

Revenue per Credit FTE, 1997-98

	Tuition & Fees	State and Local Tax	Federal*	Other*	Total
CALIFORNIA	$477	$4,642	$214	$484	$5,755
Arizona	$1,351	$4,405	$397	$573	$6,726
Florida	$1,829	$4,565	$329	$677	$7,400
Illinois	$1,573	$4,728	$369	$848	$7,519
Michigan	$2,480	$5,491	$435	$983	$9,390
New York	$3,092	$4,573	$208	$649	$8,521
Pennsylvania	$2,822	$4,275	$437	$687	$8,221
Texas	$1,607	$4,714	$538	$782	$7,642
Washington	$1,895	$4,748	$347	$1,077	$8,067
North Carolina	$837	$7,435	$331	$721	$9,324
Ohio	$2,877	$4,888	$240	$926	$8,931
"10 LARGE"	$1,997	$4,890	$371	$788	$8,046

Percent Distribution

CALIFORNIA	8%	81%	4%	8%	100%
Arizona	20%	65%	6%	9%	100%
Florida	25%	62%	4%	9%	100%
Illinois	21%	63%	5%	11%	100%
Michigan	26%	58%	5%	10%	100%
New York	36%	54%	2%	8%	100%
Pennsylvania	34%	52%	5%	8%	100%
Texas	21%	62%	7%	10%	100%
Washington	23%	59%	4%	13%	100%
North Carolina	9%	80%	4%	8%	100%
Ohio	32%	55%	3%	10%	100%
"10 LARGE"	25%	61%	5%	10%	100%

*Revenue from federal and other sources in other states assumed constant from 1996 to 1998.

Source: Chancellor's Office, California Community Colleges. (1999). *Fiscal Data Abstract, 1997-98.*
U.S. Department of Education (1998). National Center for Educational Statistics, *Integrated Postsecondary Education Data System (IPEDS)*, 1995-96 Finance Survey and Fall Enrollment Survey estimate of FTE enrollment in public 2-year institutions.
State Higher Education Executive Officers. (1998) *HE Appropriations 1997-98*; National Tables and Comparative Measures; *Grapevine*; and Grapevine Internet Web Site (1999).
College Entrance Examination Board. (1999). Internet Web Site.

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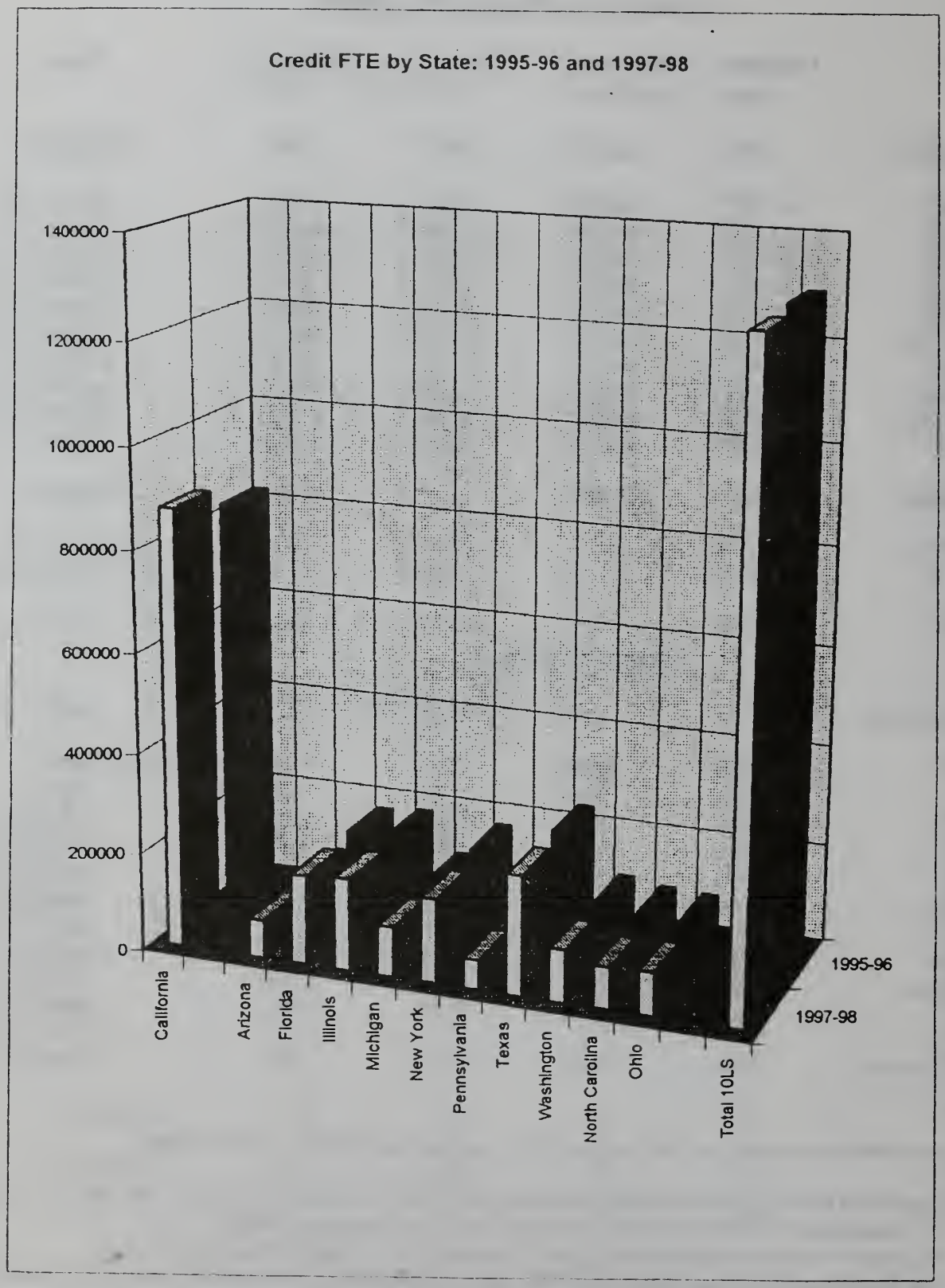
Community College Full-Time Equivalent Students
Chart 4



McIntyre, 4/28/99

PROGRAM-BASED FUNDING

OVERVIEW

Background

Assembly Bill 1725 (Chapter 973, Statutes of 1988) required the Board of Governors to develop "criteria and standards" for a program-based funding mechanism, which was to be implemented systemwide on July 1, 1991, or after adequate funding for Phase II of AB 1725 had been provided. In March 1990, the Board submitted a report on the basic structure of program-based funding to the Legislature and the Governor.

Seventy million dollars was provided for Phase II reforms in the 1990-91 state budget. At its November 1990 meeting, the Board formally certified that adequate funding has been provided for Phase II, thereby triggering implementation of the final reforms, including program-based funding.

While the Title 5 regulations included in this booklet include the latest amendments, they are based on the Board of Governors March 1990, *Report to the Governor and the Legislature on Program-Based* Funding, which were submitted pursuant to Section 84750 of the *Education Code* (Appendix B), as approved in AB 1725. Section 84750 states in part:

> The board of governors, in accordance with the statewide requirements contained in subdivisions (a) to (j), inclusive, and in consultation with institutional representatives of the California Community Colleges and statewide faculty and staff organizations, so as to ensure their participation in the development and review of policy proposals, shall develop criteria and standards for the purposes of making the annual budget request for the California Community Colleges to the Governor and the Legislature, and for the purpose of allocating the state general apportionment revenues, beginning with the budget request for the 1991-92 fiscal year.
>
> In developing the criteria and standards, the board of governors shall utilize and strongly consider the guidelines and work products of the Task Force on Community College Financing as established pursuant to Chapter 1465 of the Statutes of 1986, and shall complete the development of these criteria and standards, accompanied by the necessary procedures, processes, and formulas for utilizing its criteria and standards, by March 1, 1990, and shall submit on or before that date a report on these items to the Legislature and the Governor.

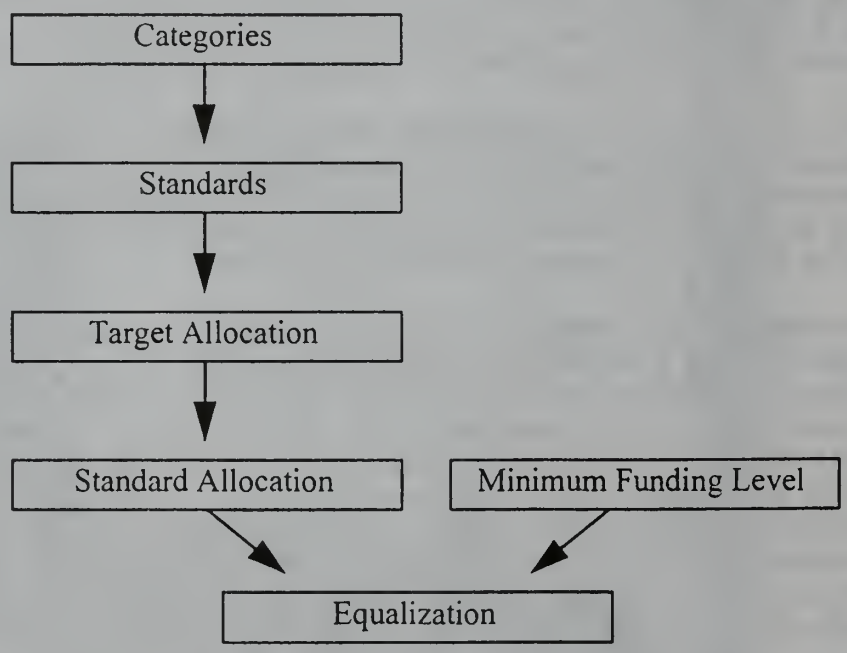
The report relied heavily on the "work product" of the Task Force on Community College Financing, established pursuant to Chapter 1465 of the Statutes of 1986 (AB 3409), and the Ad Hoc Committee for Community College Financing Reform. The committee was convened by the Chancellor's Office to review and build upon the work of the task force, and consisted of several task

force members, Chancellor's Office staff, and representatives from MPR Associates (staff consultants to the task force).

Overview

The Major components of program-based funding are shown in Figure 1. It is important to remember that program-based funding is designed as a revenue allocation method. It is not intended to be an expenditure model. While the allocation of revenues will be related to individual program categories, community college districts will not be required to expend those funds in those categories.

Figure 1.



Categories of Operation

The AB 3409 Task Force was directed to develop a financing mechanism "which would differentiate among the major categories of operating community colleges. . . ." It proposed five major program categories that ultimately were prescribed by AB 1725:

1. Instruction *(Credit)*
2. Instructional Services *(Credit)*
3. Student Services *(Credit)*
4. Maintenance and Operations
5. Institutional Support

Workload Measures

It is necessary to define a "workload measure" for each of the five categories. A "workload measure" is an index used to determine the amount of funding a district will receive. In the prior system, for all practical purposes, the only workload measure used to determine district funding was the unit of average daily attendance (ADA). For program-based funding, Section 84750 specifies the following workload measure for each category:

Category	Workload Measure
Instruction *(Credit)*	Full-time Equivalent Students *(FTES)*
Instructional Services *(Credit)*	FTES
Student Services *(Credit)*	Credit Headcount
Maintenance and Operations	Square Feet *(Owned and Leased)*
Institutional Support	Percentage of Total Computed Standard Allocation

Program-based funding is designed to allocate the general State apportionment, exclusive of capital outlay and categorical expenditures. It is intended that the allocations for special areas such as EOPS and DSPS be kept separate and remain categorical. It was agreed that Matriculation funding should remain categorical until it was well established and then those funds should be folded into the appropriation for program-based funding.

Standards

Probably the most innovative and influential recommendation of the AB 3409 Task Force was that standards be developed, refined, and periodically updated for each of the five categories of operation. The standards determine the level of service and the corresponding level of funding deemed appropriate for each category. Along with the categories established for program-based funding, the standards provide the justification and rational for the appropriate level of funding for community colleges. In addition, the standards furnish a framework within which the needs of students receive primary consideration. A detailed description of the standards for each of the five categories is contained in Title 5 regulations, which are included in this booklet.

Target Allocation

The target allocation is obtained by calculating the exact cost of funding the specific standards in each category on a district-by-district basis. The target allocation reflects the level of funding required to achieve the level of service defined by the standards in each category. However, computing target allocations is not a satisfactory procedure for determining the actual allocations to each district. The computation is far too complex and contradicts the Board of Governors guideline, which calls for simplicity. For that reason, simplified standard rates were derived from the target allocation. When applied to the applicable workload measures and scale factor, the rates produce approximately the same results. This is called the standard allocation.

Standard Allocation

The standard allocation is an attempt to find a simple formula that produces a close approximation of the amount computed in the target allocation. The goal is to have the standard allocation for each category, on a district-by-district basis, relatively close to the target allocation. In a large majority of the cases, the standard allocation is within three percent of the target allocation.

Consideration of Size

In certain program areas, small colleges and districts find that their costs are disproportionately higher than those of their larger counterparts. The AB 3409 Task Force agreed that special consideration should be given to offsetting these extra costs for small colleges and districts. Consequently, an extra-cost factor reflecting economy of scale has been built into the target allocation based on the staff and materials required to open an institution.

Table 1 shows economy of scale factors for instruction and for student services for different size colleges and districts. In addition to the economy of scale factors, some of the standard allocation formulas include an initial block grant which also provides consideration for size.

Table I
Program-Based Funding
Economy of Scale Factors

Instruction			Student Services		
Credit FTES	District Factor	College Factor	Credit Headcount	District Factor	College Factor
500	1.38899110	1.35134268	728	1.41539341	1.37702951
1,000	1.31403831	1.27842145	1,871	1.33862413	1.30234117
1,500	1.23984163	1.20623582	3,013	1.26270877	1.22848350
2,000	1.16640105	1.13478579	4,156	1.18751436	1.15532715
2,500	1.09371659	1.06407136	5,299	1.11310773	1.08293713
3,000	1.03900351	1.01084147	6,442	1.03969183	1.01151113
3,500	1.03621754	1.00813101	7,584	1.03685058	1.00874689
4,000	1.03343158	1.00542056	8,727	1.03400684	1.00598023
4,500	1.03064561	1.00271011	9,870	1.03116309	1.00321356
5,000	1.02785965	1.00000000	11,012	1.02832184	1.00044932
5,500	1.02507368	1.00000000	12,155	1.02547809	1.00000000
6,000	1.02228772	1.00000000	13,298	1.02263435	1.00000000
6,500	1.01950175	1.00000000	14,441	1.01979061	1.00000000
7,000	1.01671579	1.00000000	15,583	1.01694935	1.00000000
7,500	1.01392982	1.00000000	16,796	1.01410561	1.00000000
8,000	1.01114386	1.00000000	17,869	1.01126187	1.00000000
8,500	1.00835789	1.00000000	19,012	1.00841812	1.00000000
9,000	1.00557193	1.00000000	20,154	1.00557687	1.00000000
9,500	1.00278597	1.00000000	21,297	1.00273313	1.00000000
10,000	1.00000000	1.00000000	22,396	1.00000000	1.00000000

Discretionary Factor(s)

As mentioned above, the regulations for program-based funding include factors that reflect the concept that it is more expensive to provide a comprehensive program in a small institution. In addition, one of the principles enumerated in Section 58704(f) of the regulations recognizes the possible need to add new or refine existing factors for special financial consideration to provide incentives for particular programs, services, or circumstances, based on the Board's discretion.

Noncredit Funding

The discussion on noncredit funding is complicated by the fact that most noncredit programs are concentrated in a very few districts. In addition, the constant comparison with K-12 adult education makes it difficult to accommodate in an isolated manner. A major change in funding noncredit programs was accomplished in Senate Bill 851 (Chapter 565, Statutes of 1983, which directed that all noncredit ADA be funded at the same rate, $1,100). Allowing for inflation, this rate has remained constant, and during 1990-91, reached a level of approximately $1,648. For most districts, this amount was more than adequate to provide for all direct and indirect needs of the noncredit program.

Section 84750(b)(3) of AB 1725 outlines the method to be used for noncredit full-time equivalent students (FTES) in the program-based funding model. It stipulates that the general district allocations for Maintenance and Operations and for Institutional Support are to be computed in a way that includes provisions for the noncredit program. It further states that an amount corresponding to the allocation for these two categories is to be deducted from the rate for noncredit funding. The remainder is deemed to be the noncredit allocation for the combined categories of Instruction, Instructional Services, and Student Services. For 1998-99, the remainder for the three categories is estimated at $1,406.

Minimum Funding Level

The Minimum Funding Level for each district will be determined by a method very similar to that used in the past. A district's prior-year revenue, as adjusted for decline and within the constraints defined in the State Budget Act, will become the base revenue for each year. This amount is then divided by the funding level needed to reach the full standards based on the same workload. The resulting percentage is called the *district percent of standard. A statewide percent of standard* is calculated on the accumulated statewide totals.

This base revenue will be increased for inflation and any applicable growth. The inflation index to be used is identical to that used since 1983. However, each high revenue district will receive inflation on their own average revenue, and each low revenue district will receive inflation on the statewide average revenue.

As prescribed in AB 1725, adjustments for decline will be phased in over three years following the year of decline. Districts with funding above the statewide

average *(statewide percent of standard)* will have their revenues adjusted for decline over a three-year period at the statewide average rate. Districts with funding below the statewide average *(statewide percent of standard)* will have their revenues adjusted for decline over a three-year period at one-half of the district average rate.

For all districts' the adjustment for growth will be at the statewide average rate *(statewide percent of standard)*. In all applicable cases, this will also be modified by the scale factor.

Program Improvement or Equalization

The program-based funding regulations state that to the extent funds are provided, an amount equal to at least 10 percent of the full credit COLA be set aside each year for equalization. These funds would be allocated in such a manner that the district at the lowest level of funding (compared with the standard allocation) would receive equalization dollars until it reaches the district at the second-lowest level. These two districts would then receive funds until they reach the district at the third-lowest level. This process continues until all equalization funds have been exhausted. Should there be more appropriated than 10 percent of the credit COLA, the excess will be distributed based on specific directions given by the Board of Governors or directions included in the Budget Act. In the absence of other directions, the excess will be distributed on the basis of 30 percent for equalization and 70 percent across the board per FTES.

CITY COLLEGE OF SAN FRANCISCO

OFFICE OF THE CHANCELLOR

50 PHELAN AVENUE • BOX E200 • SAN FRANCISCO, CA 94112 • 415. 239.3303 • FAX 415 239.3918

June 17, 1999

To: Board of Trustees

From: Dr. Philip R. Day, Jr., Chancellor

Re: Monthly Financial Report as of June 15, 1999

Attached for your review is the Monthly Financial Report as of June 15, 1999

Summary by Activity (95.77% of the fiscal year has been completed):

- **91.55%** of the budget has been expended/encumbered
- Instructional expenditures are within budget allocations
- General Institutional Services Annual Budget still includes $1.0 million to be redistributed for wage adjustments

Summary by Expenditure Category:

- Academic salaries currently show a deficit because of estimated expenditures to offer a increased Summer school schedule
- Classified costs remain less because of hiring restrictions on vacancies and savings from natural attrition. Historically, anticipated savings in classified salaries were deducted at that beginning of the fiscal year, however, for 1998-99 there was some concern that attrition might be less than previous years
- Supplies and Other Expenses are estimated higher as a result of some one-time expenditures and higher costs for postage and maintenance
- The Unallocated includes $1.0 million for wage increases, these funds will be reallocated prior to July 31, 1999

James Kendrix will further review and highlight all of this information during the Financial Report section of our upcoming meeting.

Thanks and if you have any questions in advance of our meeting, please don't hesitate to contact James (241-2259), Peter (241-2229), or myself (239-3303)

BOARD OF TRUSTEES

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City College of San Francisco
General Fund Unrestricted Budget-Expenditure Summary
As of June 15, 1999

Summary by Activity

	[A] Annual Budget	[B] Expenditures	[C] Encumbrances	[D[Available Balance	[B]+[C]/[A] Percent Expended & Enc.	[D]/[A] Percent Available
Instruction	$ 79,394,495	$ 72,663,374	$ 702,282	6,028,839	92.41%	7.59%
Student Services	11,414,408	11,429,364	245,982	(260,938)	102.29%	-2.29%
Operating & Maintenance	13,906,226	11,493,058	1,320,276	1,092,892	92.14%	7.86%
Planning and Policy Making(1)	4,558,126	4,248,792	111,992	197,342	95.67%	4.33%
General Institutional Services (2) (3)	19,093,366	14,792,125	514,176	3,787,065	80.17%	19.83%
Total	**$ 128,366,621**	**$ 114,626,713**	**$ 2,894,708**	**$ 10,845,200**	**91.55%**	**8.45%**

(1) Includes: Chancellor's Office, Research and Planning, General Counsel, Chief Operating Officer, Affirmative Action, Public Relations, Facilities and Planning.

(2) Includes: Human Resources, Staff Development, Staff Diversity, Business Services, Administrative Services, Central Services, Information Technology Services.

(3) Budget Amount includes $1.6 million for wage adjustments. The re-allocation of these funds will be completed prior to July 31, 1999.

Summary by Expenditure Category (1)

	Annual Budget (2)	Year to Date Expenditures	Encumbrances	[A] Available Balance	[B] Projected Exp. 06-15-99/6-30-99	Projected Annual Costs	[A] - [B] Estimated Balance
Academic Salaries	$ 65,864,983	$ 61,868,403	$ -	$ 3,996,580	$ 4,363,337	$ 66,231,740	$ (366,757)
Classified Salaries	$ 26,169,637	20,380,215	$ -	5,789,422	3,893,049	24,273,264	1,896,373
Employee Benefits	$ 17,276,767	16,331,914	$ 15,610	929,243	1,265,000	17,612,524	(335,757)
Supplies & Materials	$ 1,943,126	1,784,025	$ 228,901	(69,800)	30,000	2,042,926	(99,800)
Other Expenses	$ 10,587,090	9,120,204	$ 1,804,234	(337,348)	105,000	11,029,438	(442,348)
Capital Outlay	$ 2,130,287	1,557,203	$ 843,779	(270,695)	25,000	2,425,982	(295,695)
Other Outgo	$ 2,350,642	3,584,749	$ 2,184	(1,236,291)	(1,528,800)	2,058,133	292,509
Unallocated	$ 2,044,089	-	$ -	2,044,089	1,000,000	1,000,000	1,044,089
Total Unrestricted	**$ 128,366,621**	**$ 114,626,713**	**$ 2,894,708**	**$ 10,845,200**	**$ 9,152,586**	**$ 126,674,007**	**$ 1,692,614**

(1) Estimated 1998-99 Revenue and Resources total $128.767 million.

(2) Budget Amount column includes $604,821 for 1997-98 encumbrances.

Prepared by: Business Services
6/17/99

ANNUAL BUDGET

1999-2000

Tentative Version

City College of San Francisco

CITY COLLEGE OF SAN FRANCISCO

June 24, 1999

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Foreword

This document contains the recommended budget and annual plan for fiscal year 1999-2000. This version is the Tentative Budget. As specified by the California Code of Regulations, the governing board of each community college district is required to adopt a tentative budget for the ensuing fiscal year on or before June 30. The code further requires a hearing and the adoption of a final budget on or before the 15th day of September. The Cost-to-Continue Budget, contained herein, is recommended as the Tentative Budget. The Cost-to-Continue Plus Budget is recommended as the Final Budget, subject to confirmation of revenue forecasts and materialization of adequate state budget allocations.

Annual Budget 1999-2000

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District Board of Trustees

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Dr. Philip R. Day, Jr., ***Chancellor***

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Denton Crews

Introduction and Budget Message

Chancellor's Budget Message

This report has been prepared by the Chancellor for the CCSF Board of Trustees and represents a summary of the process and recommendations for the college plans and budgets in the upcoming year, 1999-2000. In this pilot year of the college's new planning and budgeting process, this report addresses primarily the unrestricted general fund although the Planning and Budgeting Council did review and recommend a level of funding for the Matriculation area which is a restricted fund and does impact on the operational budget of the District on a year to year basis. In future years, it is expected that the process will also include budgetary planning for other restricted funds, as appropriate.

As a conscious effort to integrate planning and budgeting systems for the college, a considerable amount of activity has been devoted this year to restructuring the budget planning process. The CCSF strategic plan and the institutional annual plan established a priority for improving and integrating planning and budgeting. In response to these expectations, the Chancellor has provided conceptual and practical leadership for the new process.

Highlights of the Process

The early part of the current academic year has been devoted to developing and sharing the conceptual framework for planning and budgeting, including a calendar of activities for the pilot year of the process. By late fall, the former Planning and Budgeting Committee had been reconstituted as the Planning and Budgeting Council (PBC), with 21 members representing faculty, classified staff, administrators, and students, and led by the Chancellor as chairperson. The Council has met monthly, sometimes more frequently, and has provided guidance for each of the major activities of the process. The Council assisted in the conceptualization and participation in the listening sessions, held throughout the city at convenient locations during the fall and winter months, and in the development of the Annual Plan for 1999-2000.

Then, the PBC turned its attention to the budget preparation and review process for 1999-2000. With the assistance of support staff (the Business Services Office and the Office of Planning and Research), the PBC received reports and reviewed revenue projections and assumptions as well as current expenditure projections. From this work, budget parameters for the new fiscal year began to emerge.

Simultaneously, the 40 or more senior administrators who compose the major cost center administrators group were convened by the Chancellor, provided with budget planning and preparation materials, and using the Board Approved 1999-2000 Annual Plan as a point of reference were requested to begin developing unit plans and budgets in concert with their cost center managers of which there are more than 200.

In response to the requirements under the new budget process, all cost centers prepared unit plans with operational and developmental objectives and unit budgets for 1999-2000. Major cost centers and administrators also developed planning objectives and rolled-up budgets

for their domains. These documents were collated into an overall budget request document. The total of budget requests and needs amounted to approximately $140 million or 7-8% above the previous year. While the level of request was considerably higher than available resources (7-8% versus 2-3%), the aggregate of requests does reflect the degree of unmet need in the institution.

During an all-day meeting in the spring, the PBC heard presentations by major cost center administrators and received the plans and budgets for every area of the college. Following these presentations, the senior administrators for the academic, student, and administrative areas of the college provided the PBC with a suggested order of priorities in their respective areas. After the budget hearings and a period of discussion, the Chancellor offered overall recommendations of budgetary priorities for which there appeared to be general concurrence among the PBC.

Highlights of the Annual Plan

The guideline for developing and setting priorities in the planning and budgeting process is the Annual Plan, a document derived from the priorities of the Strategic Plan and representing the one-year objectives and strategies for the institution to achieve. Approved by the Board of Trustees in January, 1999, the Annual Plan for 1999-2000 was developed with the assistance of the PBC and contains five operational objectives and 16 developmental objectives. The following are some highlights of the developmental objectives in the Annual Plan.

Enhancing Access

- Strengthen marketing and enrollment development
- Improve linkages with USD for K-12 education

Promoting Student Success

- Implement Partnership for Excellence program
- Improve course delivery and flexible scheduling
- Fill new faculty positions
- Expand access to learning assistance programs and labs

Improving Satisfaction with College Services

- Develop improved delivery system for student services
- Improve financial aid
- Expand child care
- Implement technology infrastructure

Promoting a Supportive and Positive Workplace

- Remodel college facilities
- Continue to improve morale

- Foster multi-cultural diversity

Managing Resources Effectively

- Implement the new planning and budgeting system
- Explore alternative funding sources
- Expand international student enrollment

Pursuing the Highest Standards of Academic Excellence

- Complete the accreditation self-study
- Complete the enhanced self-study
- Develop performance-based management and accountability system

Revenue Projections

Three-Year Projection. As part of the preliminary process for budget preparation, a long-term forecast of budget revenues and expenses was prepared by the Budget Services Office (see attached Three Year Budget Projection). These projections, based upon clearly identified assumptions, demonstrated that CCSF faces a three-year period in which expenditures at the current level are likely to outpace the forecast of probable revenues, unless the state revenue picture brightens or the formulas for urban community colleges are adjusted or the college embarks on a planned program of enrollment growth. (This analysis has led to several initiatives with respect to the three options identified, including an effort to become more accountable for FTES monitoring, planning and development.) The projections suggest that over a three-year period the college's unrestricted resources might increase from $129 million to $134.5 million, however expenditures could increase from $127 million to $135.6 million, leaving a deficit in excess of $1 million (the difference between projected expenses and projected revenue).

Offsetting this cautionary projection, CCSF has been able over the past three years to reverse deficit spending (the amount of deficit spending in 1996-97 was nearly $6.8 million resulting in the college being "put on watch" by the state chancellor's office) and achieve a positive balance (the ending balances in 1997-98 has lifted the "watch" and 1998-99 appears to continue the pattern of positive balances). The message in the three-year historic data is that the college can close the gap between expenses and revenue through frugal fiscal management and the challenge of the three-year future projection is to continue this practice.

One-Year Projections. In developing budgets for 1999-2000, the Chancellor and the PBC have been guided mainly by the anticipated level of recurring state revenue as presented in the Governor's initial budget request. In January, the Governor's budget for community colleges initially included 1.83% for COLA and 2.5% for growth. These amounts were noticeably less than the 3% COLA and 4% growth requested by the State Chancellor's Office. (It should be noted that CCSF is not entitled to a full 2.5% increase for growth, since CCSF is subject to a cap in growth that has ranged from 1.0 to 1.7% in recent years). Also, in the Governor's initial budget there was only a negligible amount in the Partnership for Excellence Program ($10 million instead of $100 million).

On the 14th of May, the Governor released a modified state budget termed the "May Revision." In this new budget, despite the Governor's forecast of revenue levels that are higher than in the January budget, the community colleges do not fare as well in the May Revision as in the initial January budget . The new budget represents a marginal increase of $18.1 Million over the January budget (including a decrease in COLA from 1.83% to 1.41 %). *Since the Governor's budget has moved through the legislative committees, and since both the Senate, the Assembly, and the Conference Committees are already on record as supporting an increase for the community colleges above the Governor's January budget, it seems premature to recommend adjusting CCSF revenue projections downward.* Thus, the following two scenarios are reflective of CCSF's potential resource availability in 1999-2000 – one a conservative scenario, the other a moderate scenario.

Scenario A Revenue Projection. In addition to the state revenue picture, CCSF budget planning for 1999-2000 has been based upon the following assumptions:

- CCSF will not achieve significant enrollment growth and related revenue
- Sales tax revenues will increase by 2.5% or $273,431
- Lottery income will increase by $100,000
- Non-resident tuition will increase by $300,000
- Interest income will increase by $100,000
- Partnership for Excellence program will yield an additional $350,000

The factors associated with revenue assumptions, as identified above, suggest that CCSF can only anticipate unrestricted revenue of approximately $128 million in 1999-2000 compared to the current year's $126.3 million, an increase of only 1.4%. CCSF will however realize approximately $2.883 million in carry-over funds which provides an opening balance in that amount to supplement earned revenue. Thus, the total anticipated revenue for 1999-2000 will be the sum of the unrestricted revenue and carry-over funds, which is a "mildly conservative" projection of $131 million –the most prudent revenue amount for budget planning in the new fiscal year. This amount is recommended as the parameter for the basic budget in 1999-2000 (see "cost-to-continue" budget in Exhibits C and D).

Scenario B Revenue Projection. It is a possibility that college revenues might be increased in the new fiscal year by an additional $2.2 million, should the following conditions occur:

- Increased sales tax income, for an additional $350,000
- Increased enrollment growth and corresponding state revenue for an additional $500,000
- New PFE funding for an additional $1.1 million
- Prior year recalculation adjustment of $250,000

Actual achievement of this level of revenue is a matter of considerable uncertainty at this time. Only after the legislature and governor produce an approved state budget will the college know the true level of state revenue to expect. Only after the fall term will the college have a reliable picture of enrollment-growth revenue and additional sales tax revenue. Therefore, it is expected that the Chancellor and the PBC will review the revenue picture after the academic year is underway in order to determine whether resources above the basic, conservative level will be available. If additional funds do become available, the Chancellor will authorize additional expenditures in the new fiscal year consistent with the "moderate" level projection of $133.2 million (see "cost-to-continue plus" budget in Exhibits C, D, and E).

Recommendations for Unrestricted General Fund Budget, 1999-2000

The recommendations of the Chancellor and the PBC are presented in two levels, each reflecting the level of revenues that might be available in 1999-2000. It is apparent that revenue projections require a multi-level approach to budget allocations – a basic or "conservative" level and an improved or "moderate" level – in order to achieve a balanced budget within the parameters of a limited and evolving level of resources available. The following are highlights for each budget level. The detailed recommendations are listed in Exhibits C, D, and E.

Cost-to-Continue Budget: a basic budget which comprises a roll-over of current expenses plus salary increases and adjustments, and conforming to the conservative resource estimate

- Continues operational expenditures ongoing from the prior fiscal year
- Includes 85 new/replacement positions and other initiatives as approved under PFE funding and ongoing funding
- Includes vacant/funded positions and step increases
- Provides for anticipated COLA adjustment
- Includes formula wage adjustment for anticipated ending balance
- Includes an adjustment for accreditation and tenure review

Cost-to-Continue Plus Budget: a moderate budget which includes the funding of the highest order of priorities proposed in the budget planning process and recommended in budget review, and dependent on additional resource availability

- Includes $833,663 for strengthened and enhanced academic programs and support services
- Includes $100,000 for general items such as faculty/staff travel, classified senate support, and governmental relations activities
- Includes $165,000 for strengthened student and support services (see endnote on this item)
- Includes $685,000 for strengthened operations and administrative support services

It should be noted in the detailed budget projections for each of the proposed budget levels that while revenue and expenses are generally in balance for each level there is no significant carry-over to be used as income in the subsequent year (e.g. approximately $2.5 to $2.8 million has been available for this purpose during the last two years and has enabled the college to live above its normal revenue level). In the coming year(s), we will continue to effectively manage our fiscal resources and exercise prudence in spending in order to sustain an ending balance commensurate with our long term budgetary goals.

Conclusion

In summary, it is recommended that the CCSF budget for 1999-2000 reflect the two scenarios of resource projections:

1. With available resources of $131 million (scenario A), the budget expenditures will conform to the Cost-to-Continue Budget, as prescribed in the attached recommendations.
2. With available resources of $133.2 million (scenario B), the budget expenditures will conform to the higher expenditure levels of the Cost-to-Continue Plus Budget, as presented in the attached recommendations.

Dr. Philip R. Day, Jr., Chancellor
June 16, 1999

Endnote on Student Support Recommendation for $165,000:

The funds in this area are specifically for supporting the student development functions reporting to the Executive Vice Chancellor (admissions, registration/records, and financial aid). Additional support for student development activities is also included in functions reporting as academic programs and services under the Provost. Student development services are receiving significant continuing support also from funds allocated from the Partnership for Excellence allocation. For these reasons and because the reorganization of student services is pending and the proposed enhanced self-study process is dedicated to a review of students, it is felt that additional fiscal recommendations for student services should evolve from the planned activities rather than appear in the current budget recommendations.

Exhibit A: Budget Summary

Budget Summary 1999-2000

Unrestricted General Fund

	Estimated Budget 1998-1999	Cost-to-Continue Budget 1999-2000	Cost-to-Continue Plus Budget 1999-2000
Projected Resources			
Beginning Balance	2,463,094	2,883,000	2,883,000
Projected Revenues	127,294,495	128,158,133	130,358,133
Total Resources	**129,757,589**	**131,041,133**	**133,241,133**
Projected Expenditures			
Basic Expenditures	126,874,589	132,058,227	132,458,227
Anticipated Savings		-1,300,000	-1,300,000
Recommended Additional Expenditures			+1,783,963
Recommended Budget		**130,758,227**	**132,942,190**
Projected Ending Balance	**2,883,000**	**282,906**	**298,943**

Budget Summary 1999-2000 (Continued)

Other Restricted Funds

State Sources

	Estimated Budget 1998-1999	Projected Budget 1999-2000
AB 1725 Staff Development	188,315	169,484
AB 1725 Staff Diversity	38,652	34,787
BFAP	113,065	101,759
Cal Works	1,801,506	1,621,355
DSPS Excess Cost	1,022,981	920,683
EOPS	1,331,180	1,198,062
EOPS/CARE	58,999	53,099
TANF	443,427	399,084
Matriculation - Credit	1,204,388	1,083,949
Matriculation - Non Credit	1,672,803	1,505,523
TTIP	271,270	244,143
Instructional Equipment Allocation	1,619,334	1,457,401
Total State Sources *	***8,146,586***	***7,331,927***

* Budgets for 1999-2000 are calculated at 90% of 1998-99 for all restricted programs funded by state sources

Local Sources

	Estimated Budget 1998-1999	Projected Budget 1999-2000
Continuing Ed Fees *	825,000	742,500
ESL Institute *	1,008,706	907,835
Parking Fees *	277,327	249,594
Student Health Fees *	915,000	823,500
ESL Processing Fees *	78,420	70,578
JTPA Assessment Fees	29,018	26,116
Cafeteria (100%)	871,558	850,000
Contract Ed (100%)	316,000	316,000
Grant Services (100%)	420,419	420,419
Total Local Sources	***4,741,448***	***4,406,543***

Child Development

	Estimated Budget 1998-1999	Projected Budget 1999-2000
Tax Bailout *	120,186	108,167
Center Based *	384,677	346,209
State Preschool *	240,741	216,667
Total Child Development	***745,604***	***671,044***

* Budgets for 1999-2000 are calculated at 90% of 1998-99 for the restricted programs marked

Exhibit B: Schedule of Revenue

Schedule of Revenue

Unrestricted General Fund, 1999-2000

	Estimated 1998-1999	Cost-to-Continue 1999-2000	Cost-to-Continue Plus 1999-2000
State - General Apportionment	$ 63,169,676	$ 64,363,671	65,790,645
State - Growth	(1,037,492)	-	500,000
State - COLA	2,231,487	1,426,974	
Sub-Total State Apportionment	**64,363,671**	**65,790,645**	**66,290,645**
Local Property Taxes	32,852,139	32,852,139	32,852,139
Student Enrollment Fees	3,988,055	3,988,055	3,988,055
Total District General Revenues	**101,203,865**	**102,630,839**	**103,130,839**
Lottery	3,900,000	4,000,000	4,000,000
Sales Tax	10,937,253	11,210,684	11,560,684
Non-Resident	4,500,000	4,600,000	4,600,000
Other (9)	3,111,005	1,710,000	1,960,000
Partnership for Excellence	3,642,372	4,006,610	5,106,610
Sub-Total Other Revenue	**26,090,630**	**25,527,294**	**27,227,294**
Total Unrestricted Revenue	**127,294,495**	**128,158,133**	**130,358,133**
Beginning Balance	**2,463,094**	**2,883,000**	**2,883,000**
Total Resources	**129,757,589**	**131,041,133**	**133,241,133**

Exhibit C: Schedule of Expenditures by Object for (Cost-to-Continue) and (Plus) Budget

Schedule of Expenditures by Object for (Cost-to-Continue) and (Plus) Budgets

Unrestricted General Fund, 1999-2000

	Estimated Budget 1998-1999	Cost-to-Continue Budget 1999-2000	Cost-to-Continue Plus Budget 1999-2000
Projected Expenditures			
1000 Academic	66,231,139	67,706,293	67,706,293
2000 Classified	24,808,413	27,398,621	27,398,621
3000 Fringe	17,167,598	17,940,263	17,940,263
4000 Supplies	1,957,543	2,041,359	2,041,359
5000 Operating Expense	10,561,012	10,025,324	10,025,324
6000 Capital	2,000,376	2,143,889	2,143,889
7000 Other Outgo	3,541,100	4,802,478	5,202,478
0000 Encumbered	111,782		
Total Expenditures	**126,874,589**	**132,058,227**	**132,458,227**
Anticipated Savings			
Unfilled faculty positions (5)			(300,000)
Anticipated personnel savings			(1,000,000)
Total Reductions		**(1,300,000)**	**(1,300,000)**

	Estimated Budget 1998-1999	Cost-to-Continue Budget 1999-2000	Cost-to-Continue Plus Budget 1999-2000
Recommended Additional Expenditures			
Provost Area			833,633
Chief Operations Area			685,000
Exec Vice Chancellor Area			165,000
General Items			100,300
Total Recommendations			**1,783,963**
Recommended Budget for 1999-2000		**130,758,227**	**132,942,190**

Expenditures Explanations:

1. Cost-to-Continue Expenditures Budget includes vacant/funded positions and step increases, the anticipated 1.41% COLA adjustment and formula wage adjustment for anticipated ending balance, an adjustment for accreditation and tenure review

2. Actual year-end costs for 1998-99 may modify the Cost-to-Continue object categories but will not change the total projected expenditure budget.

3. Cost-to-Continue Plus Budget includes also the Chancellor/PBC Recommendations (see Exhibit D)

4. Cost-to-Continue Plus Additions are not shown in object codes at this time, pending approval of funding and subsequent allocation to the appropriate accounts.

Exhibit D: Schedule of Additional Expenditures Recommended for Cost-to-Continue Plus Budget

Schedule of Additional Expenditures Recommended for Cost-to-Continue Plus Budget, 1999-2000

Area	Amount	Description	Annual Plan Objectives*
Provost	350,400	Fund an expanded summer schedule/SF Police Department	Dev 7.1
	50,972	Fund approved positions (Broadcasting position and Articulation Director)	Dev 8.1, 3.1
	36,000	Provide basic supplies budget for each unit	Dev 12.5
	76,500	Hire classified support for departments that have none	Oper 1
	24,000	Establish a maintenance and repair budget for each school/campus	Oper 4
	31,000	Convert Distance Education Coordinator part-time to full-time	Dev 10.6
	67,000	Allocate funds to pilot on-line courses	Dev 10.2
	25,291	Fund support staff to open Downtown and Mission campuses on Saturdays	Dev 5.1
	15,000	Fund Admissions/Enrollment clerks evenings and Saturdays	Dev 9.1
	30,000	Lengthen work periods of classified staff in schools/departments	Oper 1
	25,000	Support expanded supplies budgets for deans of schools/campuses	Dev 12.5
	25,000	Provide staffing support for Family Resource Center	Dev 9.3
	15,000	Expand Latino Scholars Institute course offerings at Mission High School	Dev 9.1
	30,000	Upgrade the Study-Abroad Coordinator from half to full time	Dev 14.3
	4,500	Expand the work period in the Scholarship Office to 12 months	Dev 9.4
	28,000	Convert two p/t positions to one f/t International Student Counselor	Dev 14.3
Sub-total	**833,663**		

* "Oper" refers to operational objectives and "Dev" refers to developmental objectives in the Annual Plan.

Schedule of Additional Expenditures (Continued)

Area	Amount	Description	Annual Plan Objectives
Chief Operating Officer	75,000	Hire two additional custodians	Dev 11.5
	18,000	Hire Stationary Engineer for full year	Dev 11.5
	32,000	Secure Startel Switchboard for Y2K compliance	Oper 4
	88,000	Hire Bursar	Dev 13
	51,000	Allocate funds for supplies in payroll and accounting	Oper 4
	88,000	Hire Lead programmer in ITS	Dev 10.7
	24,000	Hire new payroll person	Oper 4
	190,000	Hire two ITS managers	Dev 10.1,10.3
	55,000	Hire telephone tech support person	Dev 10.7
	45,000	Hire Benefits Assistant	Oper 4
	18,000	Hire half-time secretary for Business Office	Oper 4
Sub-total	**685,000**		
Exec Vice Chancellor	50,000	Fund overtime in A&R	Oper 2
	65,000	Secure imaging equipment for A&R	Oper 2
	50,000	Fund supplies for printing and mailing grades, transcripts, etc.	Oper 2
Sub-total	**165,000**		

Schedule of Additional Expenditures (Continued)

Area	Amount	Description	Annual Plan Objectives
General Items	20,000	Expand travel for faculty from $30,000 to $50,000	Oper 1
	5,000	Expand travel for administrators from $25,000 to $30,000	Oper 1,2,4
	3,300	Provide supplies/travel budget for Classified Senate	Oper 5
	72,000	Provide for f/t staff in Governmental Relations	Oper 5
Sub-total	**100,300**		
Total Recommendations	**1,783,963**		

Exhibit E: Schedule of Expenditures by Object for Restricted Matriculation Fund

Schedule of Expenditures by Object for Restricted Matriculation Fund

Credit Matriculation

	Estimated Expenditures 1998-1999	Projected Budget 1999-2000
1000 Academic Salaries	467,732	505,242
2000 Classified	427,693	453,336
3000 Fringes	160,000	155,000
4000 Supplies	38,963	14,000
5000 Operating Expense	45,000	53,700
6000 Capital Outlay	65,000	2,000
7000 Other Outgo	-	-
Total	**1,204,388**	**1,183,278**

Schedule of Expenditures by Object for Restricted Matriculation Fund (Continued)

Non-Credit Matriculation

	Estimated Expenditures 1998-1999	Projected Budget 1999-2000
1000 Academic Salaries	495,424	590,714
2000 Classified	706,073	558,561
3000 Fringes	196,385	231,600
4000 Supplies	66,300	22,500
5000 Operating Expense	61,821	33,000
6000 Capital Outlay	146,800	7,000
7000 Other Outgo	-	
Total	**1,672,803**	**1,443,375**

Budget Resolutions for Adoption

Governing Board Resolution – 990624-B4

Budget Resolutions for Adoption

President and Members of the Board of Trustees:

The California Code of Regulations requires the governing board of each community college district to adopt a tentative budget for the ensuing fiscal year on or before June 30 and on or before the 15th day of September to adopt a final budget. In addition, a public hearing must be conducted on the final budget which must be made available to the public for inspection at least three days before the hearing. Furthermore, the final budget cannot be adopted by the governing board of the district until after the public hearing has been held.

Given the uncertainty of the final state budget, the Chancellor and the Planning/Budgeting Council have prepared two budgets for the Unrestricted General Fund, 1999-2000, reflecting the levels of revenues that might be available. The Cost-to-Continue Budget is a basic budget which comprises a roll-over of current expenses plus salary increases and adjustments, plus anticipated savings, and conforms to the conservative resource estimate. This budget is the subject of the resolution for a tentative budget. The Cost-to-Continue Plus Budget is an improved, moderate budget which includes the funding of the highest order of priorities proposed in the budget planning process and recommended in budget review, and is dependent on additional resource availability. This budget is intended to be the subject of a subsequent resolution for a final budget.

Both of these budgets are contained in the Annual Budget Proposal for 1999-2000, to be presented to the Board of Trustees at the June 24, 1999, meeting.

Tentative Budget for 1999-2000: Cost-to-Continue

The Tentative 1999-2000 Budget for the General Fund Unrestricted is based on projected revenue and resources totaling $131,041,133 of which $128,158,133 represents the sum of state and local allocations and fees and $2,883,000 represents the prior year's ending balance. The Restricted Funds (grants) budgets for 1999-2000 have been funded at 90% of the prior year's allocation.

The General Fund Unrestricted Expenditure Budget for 1999-2000 is currently projected at $130,758,227 which includes basic continuing costs, funding of vacant positions and step increases, the anticipated 1.41% COLA adjustment and formula wage adjustment for anticipated ending balance, and an adjustment for accreditation and tenure review. The District is also planning for an ending balance at June 30, 2000 totaling $282,906 which will become the beginning balance for the 2000-2001 fiscal year budget.

Final Budget for 1999-2000: Cost-to-Continue Plus

Upon completion of the state budget, recommended adjustments to the District's revenue and expenditure budgets will be reviewed in comparison to the proposed Cost-to-Continue Plus Budget, as recommended by the Chancellor and the Planning/Budgeting Council, and submitted to the Board of Trustees at the September 24, 1998 meeting. The final budget would be projected at $132,942,190 and would include the additional priorities recommended by the Chancellor and the Planning/Budgeting Council.

The recommended Tentative 1999-2000 Budget, as proposed by the Chancellor and submitted to the Board of Trustees for approval, is as follows.

Part 1: Adoption of the Budget

Section 1 In accordance with Title 5, California Code of Regulations, Section 58196 the Board of Trustees of the San Francisco Community College District hereby adopts the Cost-to-Continue Budget for 1999-2000, hereinafter termed the Tentative Budget of the San Francisco Community College District, as detailed on Community College District forms and summarized by fund, purpose, and amount as follows:

General Fund - Unrestricted Total	
Estimated Revenues	128,158,133
Add Beginning Balance	2,883,000
Total Estimated Revenue	131,041,133
General Fund-Unrestricted Expenditure Appropriations	
Estimated Expenditures	132,058,227
Less: Anticipated Savings	1,300,000
Total Estimated Expenditures	130,758,227
Projected 6/30/00 unrestricted ending balance	282,906
Current Board Designated Reserve	3,750,000
Planned Board Designated Reserve 6/30/00	3,750,000
Restricted Funds:(Revenue and Expenditures)	
State	7,331,927
Local,Fee + Service Based	4,406,543
Child Development	671,044
Capital Outlay	0

Total Restricted	12,409,514

Section 2 Any action taken by the Board of Trustees at its meeting of June 24, 1999 shall be incorporated in the Tentative 1999-2000 Budget and a copy of the Tentative 1999-2000 Budget with modifications shall be placed in the official files of the Board of Trustees.

Section 3 The estimated receipts, income and revenue enumerated in the Tentative Budget are hereby appropriated to the several funds and departments indicated in the Tentative Budget for the purpose of meeting expenditure appropriations provided in the Tentative Budget. These proposed expenditure are hereby appropriated to the funds and departments enumerated in the Tentative Budget. Each department for which an expenditure appropriation is made is hereby authorized to use, in the manner provided by law, the amounts so appropriated for the purpose specified in the Tentative Budget.

Section 4 The Chancellor and Chief Operating Officer are hereby authorized to convert the budget as adopted by the Board of Trustees on Community College District forms to the official State forms prescribed by the Chancellor, California Community College; to execute, process, and file all necessary documents required by the Education Code or the California Code of Regulations; to place a copy of all budget documents in the official files of the Board of Trustees; and due to the fact that certain entries on the State forms are abased on estimates, to use the latest available information when preparing all entries concerning the 1999-2000 Expenditures, and 1999-2000 Income sections of the budget. All entries concerning the 1999-2000 Expenditures section shall be in accordance with the total proposed expenditures included in the Tentative 1999-2000 Budget as listed above.

Section 5 The Chancellor and Chief Operating Officer are also authorized to convert the budget adopted by the Board of Trustee on Community College District forms to the forms and accounts required by the San Francisco Controller; to execute all necessary budgetary documents, including current and subsequent budget transfers as required by the San Francisco Controller, provided they are within the purposes and amounts of the budgets adopted on Community College District forms.

Section 6 The Chancellor and Chief Operating Officer are hereby authorized to withhold filing the documents described in Sections 4 and 5 above until such time as they are legally required to be filed with the local and state agencies. If after this resolution is adopted revenues in excess of the amounts anticipated in the Tentative Budget become available, such excess revenues will be budgeted according to the recommendations contained in the Cost-to-Continue Plus Budget, as presented in the proposed Annual Budget for 1999-2000.

Section 7 The Chancellor and Chief Operating Officer are hereby authorized and obligated to the Administrative Provisions as contained in the attachment to this resolution entitled, Administrative Provisions, 1999-2000.

Part 2: General Fund Restricted

Section 1 The General Fund - Restricted portion of the SFCCD Budget contains appropriation of categorical funds from Disabled Students Programs and Services (DSPS), Matriculation, Adult Basic Education, Contract Education, Community Services, ESL - Processing Fees, International Institute, Parking Fee Fund, Grants Fiscal Services, Student Health Services, BFAP Program, and Extended Opportunity Program and Services (EOPS), Parts A & B. EOPS Part C is appropriated and expended in the Student Financial Aid Fund. Such appropriation shall be increased or decreased in accordance with the amount made available during the year 1999-2000 by cash receipts or allocations from the State of California or by amounts carried over from the prior fiscal year. Within each categorical program, transfers from unallocated amounts, transfers between accounts, and transfers between major classes are authorized to be made by the Chancellor and Chief Operating Officer to the extent permitted by the laws and regulations of the State of California.

Part 3: Child Development Fund

Section 1 The Child Development Fund portion of the SFCCD Budget contains appropriations of categorical funds from the Child care Food Program, the State Preschool Program, the Center-Public Child Development Program, Title IV-A "At Risk" Child Care and the Campus Child Care Bailout and Tracking. Such appropriations shall be increased or decreased in accordance with the amount made available during fiscal year 1999-2000 by cash receipts or allocations from the State of California. Within each categorical program, transfers from unallocated amounts, transfers between accounts, and transfers between major classes are authorized to be made by the Chancellor and Chief Operating Office to the extent permitted by the laws and regulations of the State of California.

Recommended for adoption:

Dr. Philip R. Day, Jr.

Chancellor

Administrative Provisions 1999-2000

Section 1 Because total appropriations contained in the Tentative Budget are based on estimated revenues which may not be fully realized, it shall be incumbent upon the Chancellor and Chief Operating Officer to review revenue estimates each month. If such revenue estimates indicate a shortage, the Chancellor and Chief Operating Officer shall freeze an equivalent amount of expenditure appropriations. These frozen appropriations may only be released if subsequent estimates indicate that the collection of the amount originally estimated is assured.

Section 2 The Chancellor and Chief Operating Officer are hereby authorized to make any transfer necessary to correct erroneous account classifications or to effect any changes in accounts made necessary by changes in the method of expenditures within the purpose of the appropriation; such as when the Board of Trustees has authorized a lump sum appropriation for a program or a project and transfers to subsidiary appropriations are required by City and County or State budgetary practices. In contrast, transfers from the unallocated appropriations to any expenditure classification shall be made only by formal resolution approved by a two-thirds vote of the members of the Governing Board as provided for in Title 5, California Code of Regulations, Section 58199; in addition transfers between major budget classifications shall be made only by a formal resolution approved by a majority of the members of the Board of Trustees as provided for in Title 5, California Code of Regulations, Section 58199. Any other transfers between subordinate accounts within a single major classification may be made by the Chancellor and Chief Operating Officer.

Section 3 The Chancellor and Chief Operating Officer are hereby authorized; first, to expend from the available funds budgeted for any approved position; second, to transfer subject to the provisions of Title 5, California Code of Regulations, Section 58199 and expend from the available funds budgeted for personal services; and third, to transfer subject to the provisions of Title 5, California Code of Education, Section 58199 and expend from any other available budgeted funds for lump sum payments to classified employees upon death or retirement for service or separation caused by industrial accident for accumulated sick leave benefits in accordance with Civil Service Commission Rules 22, Section 22.02.B9. Provided, however, .that the position held by an employee who is entitled to such lump sum payment will not be filled with either a permanent or temporary replacement until such lump sum payment has been recovered from funds budgeted for personal services, and further provided that in the event that said position must be filled immediately it may be so filled on the recommendation of the Chancellor and approval by the Board of Trustees of a resolution providing funds for the purpose.

Section 4 That the San Francisco Community College District and the San Francisco Controller are hereby authorized and directed to continue the existing special and trust funds, reserves; and the receipts in each such fund are hereby appropriated in accordance with law and the conditions under which such fund was established. The San Francisco Community College District and the San Francisco Controller are hereby authorized and directed to set up additional special and trust funds and reserves as may be created by either additional requests or under other conditions and the receipts in each fund are hereby appropriated in accordance with law for the purposes and subject to the conditions under which each fund was established.

Section 5 That whenever the San Francisco Community College District shall receive for a special purpose from the United States of America, the State of California, or from any public or semi-public agency, or from any private person, firm or corporation any money or property to be converted into money, there shall be set up in the accounting records of the San Francisco Community College District, a special fund or account evidencing the amount received and specifying the special purposes for which it has been received and for which it is held. Such an account or fund shall be maintained as long as any portion of said money or property remains. Such receipts are hereby appropriated in accordance with law for the purpose and subject to the conditions under which each receipt was received.

Section 6 Permanent certificated and classified positions continued or created by the Board of Trustees in the Tentative Budget, may be increased, decreased, or reclassified only by approval of the Chancellor and Chief Operating Officer. Funds provided in approval of the Chancellor and Chief Operating Officer may be used to provide temporary employment when it becomes necessary to replace a permanent occupant of a position while on extended leave without pay, or for the temporary filling of a vacancy for a permanent classified position. Funds provided in the Tentative Budget for permanent certificated positions may be with the approval of the Chancellor and Chief Operating Officer transferred to other certificated positions.

Section 7 Surpluses existing in appropriations made for permanent positions in the Tentative Budget, may be transferred by the Chancellor and the Chief Operating Officer to the maximum extent feasible, into the Reserve for Contingencies or Unallocated Appropriations prior to June 1999.

Section 8 Money received as payment for damage to SFCCD automobiles or trucks, or other property, are hereby appropriated to pay the cost of repairing such equipment or property. Any excess funds, and any amount received for damaged equipment which is not be repaired shall be credited to Miscellaneous Revenues of the General Fund; provided that where the property is damaged during construction and such construction is funded from the Capital Outlay Projects Fund, the excess funds shall be credited to the specific construction project in the Capital Outlay Projects Fund.

Appendix

Appendix A: Annual Plan 1999-2000
City College of San Francisco

The Annual Plan is based primarily upon the College's Strategic Plan plus other recent College plans, program reviews, studies and, most recently, college-sponsored listening sessions. The Annual Plan serves as an operational version of the College's plans for a one-year period; it consists of a set of institutional objectives that are to be achieved by the College through the efforts of its various college units and their regular budgets. Thus, the unit plans are linked to the annual plan, just as the annual plan is linked to the College's overall Strategic Plan. Implementation will follow established college processes and procedures.

The annual institutional objectives are developed in two categories: Basic Operational Objectives (maintenance of effort objectives) and Developmental Objectives (growth objectives as well as new initiatives). The developmental objectives are mostly drawn from the strategic priorities that are to be addressed in 1999/2000 as stated in the College plans cited in the parentheses.

Progress in achieving these objectives will be evaluated during a mid-year and end of year evaluation review. The College recognizes that periodic changes in objectives also will be necessary to adapt to new unanticipated situations. All major cost centers at the college will discuss their progress and achievements and their assessment will be incorporated into the mid-year and final end of year reports.

Operational Objectives

These objectives represent the basic maintenance-of-effort activities of the institution and account for a sizable level of the institutional resources and efforts.

1. To provide high quality educational programs and courses for associate degrees, transfer to baccalaureate institutions, career education and workforce training, English as a Second Language, adult high school diploma, non-credit, and cultural enrichment, lifelong learning.
2. To provide high quality student development and educational services in areas of financial aid, student information, admissions and records, matriculation, advisement, counseling, career and job placement, child care, academic support, and library and learning, resources.
3. To provide high quality extra-classroom opportunities in areas of cultural, recreational and educational activities.

4. To provide high quality services in the areas of fiscal affairs, facilities management, data processing, enrollment management, public information, comprehensive planning, research, institutional effectiveness and assessment, fund raising and grants, personnel management, academic management, faculty/staff development, and executive leadership.
5. To continue to maintain a high level commitment to college shared governance for faculty, classified staff, students and administrators.

Developmental Objectives

These objectives represent the improvement and expansion activities of the institution and account for varying levels of institutional resources and effort. The developmental objectives are organized under the six institutional goals established in the college Strategic Plan. They are:

1. Enhance Access to City College of San Francisco
2. Promote Student Success in Achievement of Educational Goals
3. Improve Satisfaction with College Services
4. Promote a Supportive and Positive Workplace
5. Manage Resources Effectively
6. Pursue Highest Standards of Educational Excellence

The sources for the Annual Plan objectives are listed in parenthesis in italics.

Enhance Access to City College of San Francisco

1. Establish a systematic enrollment development and management planning effort
   - 1.1 Develop and implement an enrollment development plan including marketing, recruitment and outreach (Listening Sessions)
   - 1.2 Develop and implement an enrollment management plan including a review of registration priorities, Title V regulation parameters, class scheduling, course cancellation, etc. (Listening Sessions)

2. Expand recruitment and outreach to residents of San Francisco

   2.1 Establish office to coordinate outreach and recruitment program throughout the District (Listening Sessions)

   2.2 Develop plan to increase visibility and image of college programs and services within City and County of San Francisco *(Listening Sessions)*

3. Expand and improve linkages with high schools

   3.1 Expand number of articulation agreements with SFUSD (*SPS-2.F.1*)

   3.2 Continue to develop School to Career pathway agreements with SFUSD and employers (*SPS-2.F.1*)

   3.3 Expand number of programs with high schools (*SPS-2.F.1*)

   3.4 Explore opportunities for joint Board and staff meetings at least once a year with SFUSD (Chancellor)

Promote Student Success in Achievement of Educational Goals

4. Implement and evaluate Partnership for Excellence-funded initiatives

   4.1 Initiatives related to faculty (*see PFE Funding List*)

   4.2 Initiatives related to technology and staffing for computer labs (*see PFE Funding List)*

   4.3 Initiatives related to library and learning resources (*see PFE Funding List*)

   4.4 Initiatives related to use of students in various capacities (*see PFE Funding List)*

   4.5 Other initiatives (*see PFE Funding List*)

5. Improve delivery of educational services

   5.1 Investigate feasibility of establishment of flexible scheduling and programming such as a weekend college, modularized programs, etc. (*SPS-2.F.1 Listening Sessions*)

   5.2 Review and revise GED Assessment and Testing program (*Chancellor Academic Senate*)

5.3 Establish additional linkages between non-credit ESL and Transitional Studies programs and vocational/technical programs (*ESL/TS Plan.*)

5.4 Examine feasibility of establishing college-wide career services program (*SPS-2.C.3*)

5.5 Continue to promote multi-cultural diversity through college programs (*Board of Trustees*)

5.6 Review vocational/technical programs to align with requirements of Workforce Investment Act (*Listening Sessions*)

6. Complete Title III projects and begin preparation for new grant application

6.1 Complete teaching and learning projects for Year 5 (*Title III plan*)

6.2 Completion of college decision-support system to support institutional decision-making and institutional effectiveness (*Title III plan*)

6.3 Review Title III components supporting application of technology to teaching and learning, and decision-support system and institutionalize appropriate components (*Title III plan*)

7. Review and develop the College's organizational capacity to develop a comprehensive workforce education and economic development effort

7.1 Increase institutional responsiveness to economic development trends and workforce demands (*CityWorks Listening Sessions*)

7.2 Expand collaboration with business and industry to review and update programs and services (*CityWorks Listening Sessions*)

7.3 Expand or create educational delivery systems to address the changing needs for workforce training and education (*CityWorks Listening Sessions*)

7.4 Provide leadership in regional economic development and workforce training efforts (*CityWorks Listening Sessions*)

8. Hire new and replacement faculty for college educational programs

8.1 Recruit qualified diverse applicants to college hiring pools (*SPS-5.C.2*)

8.2 Pursue diversity hiring (*SPS-5.C.3*)

Improve Satisfaction with College Services

9. Plan and develop a comprehensive and improved delivery system of student support services
   - 9.1 Improve delivery of matriculation services (admissions, assessment, counseling, advising, transfer and placement) (*SPS-1.A.1.2.)*
   - 9.2 Continue to develop and revise matriculation services to non-credit programs (*SPS-2.D.2*)
   - 9.3 Expand child care programs (*SPS-1.A.3*)
   - 9.4 Improve financial aid services (*SPS-1.A.1*)

10. Begin the installation of a college wide technology infrastructure and increase opportunities to use technology by faculty, staff and students
    - 10.1 Install college-wide communications network infrastructure (SPS-3.A)
    - 10.2 Provide technical support for offices, labs and classrooms including on-line support, help desk and traveling support (SPS-3.A)
    - 10.3 Continue Banner training for administration, faculty and staff (SPS-3.A)
    - 10.4 Continue development of Technology Learning Center (SPS-3.A)
    - 10.5 Establish Education Technology Office (*Ed Tech Plan*)
    - 10.6 Continue staff development training program for faculty, staff and administrators (*SPS-3.B*)
    - 10.7 Improve delivery of student services through technology (*SPS-3.D*)

Promote a Supportive and Positive Workplace

11. Remodel college facilities
    - 11.1 Complete remodel of Cloud Hall second and third floors (*Five Year Facilities Plan)*
    - 11.2 Transfer Financial Aid Office to Cloud Hall facility (*Five Year Facilities Plan)*
    - 11.3 Begin work on new shops building (*Five Year Facilities Plan*)
    - 11.4 Begin Bond-financed remodeling work for district-owned campuses (*Five Year Facilities Plan)*

11.5 Initiatives related to improving facilities (*see PFE Funding List*)

11.6 Develop and implement signage and landscaping plan for the campuses (*Listening Sessions*)

12. Continue to develop supportive working environment for all CCSF employees

12.1 Conduct college wide employee surveys (*SP. Pg. 10*)

12.2 Continue to conduct multi-cultural diversity programs (*SPS-5.C*)

12.3 Continue remodeling of facilities to upgrade offices, lighting, heating and ventilation (*SPS-5.A)*

12.4 Review and upgrade health/safety programs at the College including office computer ergonomic issues, disaster preparedness procedures (*SPS-5.A*)

12.5 Initiatives related to equipment and supplies (*see PFE Funding List*)

Manage Resources Effectively

13. Continue to improve the college planning and budgeting system

13.1 Complete establishment of PBC committees (*SPS-7A*)

13.2 Inclusion of Five Year Capital Outlay Plan (*SPS-7A*)

13.3 Establish Mid-Year and End-of-Year Reporting (*SPS-7A)*

14. Expand alternative revenue sources and institutional advancement opportunities for the college

14.1 Use Office of College Development and Office of Research, Planning and Grants to implement college development plan (*SPS-6.B*)

14.2 Increase revenues from Office of Contract and Continuing Education (*SPS-6.B)*

14.3 Expand international student enrollments where appropriate (*SPS-6.B*)

Pursue Highest Standards of Educational Excellence

15. Complete college preparations for Accreditation in March 2000
    - 15.1 Complete self-study
    - 15.2 Complete preparations for Accreditation Team Visit
    - 15.3 Complete the college enhanced self-study on teaching, learning and student success

16. Expand college institutional effectiveness reporting
    - 16.1 Revise program review system (*Chancellor Program Review Committee)*
    - 16.2 Establish data warehouse for reporting system (*Title III Plan*)
    - 16.3 Establish college wide surveys of entering and exiting students (*SP, Pg 10*)
    - 16.4 Establish college wide surveys of all administrative services and operations (SP, Pg. 10)

Legend	
PFE Funding List	Partnership for Excellence-funded projects
Title III	Title III Strengthening Institutions
ESL/TS	ESL/Transitional Studies Plan
EdTech	Educational Technology Plan
CityWorks	CityWorks Workforce Planning Model
SPS-1	Strategic Plan Strategy: Quality Service
SPS-2	Strategic Plan Strategy: Continuous Program Improvement
SPS-3	Strategic Plan Strategy: Technology
SPS-4	Strategic Plan Strategy: Facilities
SPS-5	Strategic Plan Strategy: Supportive Working Environment
SPS-6	Strategic Plan Strategy: Resource Development
SPS-7	Strategic Plan Strategy: Integrated Planning and Budgeting System